



# Police Officer

## The City of Huron has an opening for a Police Officer

- **Duties:** Enforcing the law through ongoing police work in the city
- **Wage / Benefits:** Wage: \$23.60 /hour, Health Insurance, Term Life, Retirement, Vacation, Sick Leave, Holidays
- **Certified Officers preferred, but not mandatory - will train**
- **Application Packets Available:**
  - Online: <https://www.huronsd.com/city-government/city-employment>
  - City Finance Office, 239 Wisconsin Ave SW, 353-8505
  - Department of Labor & Regulation, 1000 18th St SW Suite 5, 353-7155

Equal Opportunity Employer

***Deadline: Open until filled***

**City of Huron  
Job Description**

**JOB TITLE:** Police Officer  
**DEPARTMENT:** Police  
**ACCOUNTABLE TO:** Captain/Sergeant

**PRIMARY OBJECTIVE OF POSITION:** Under the general, and occasional, direct supervision of the Patrol Sergeant, or Captain, is responsible for protecting the law-abiding citizen and enforcing the law through ongoing police work in the City. Work varies, exercising judgment within well established procedures and standards.

**ESSENTIAL JOB FUNCTIONS:** - Must be able to perform those duties normally associated with law enforcement work. Included are abilities to investigate, interrogate, evaluate, and document evidence in accidents, crimes, and other incidents within the police department operations. The physical requirements include sitting, walking, stooping, bending, running short distances, restraining, talking and hearing with clarity, viewing, climbing, crawling, ability to handle stress, and may be required to lift up to 75 lbs (greater with assistance). In the event of an emergency, must be able to lift up to own body weight. May be exposed to dangerous life threatening situations, hazardous materials and infectious disease. Must possess a South Dakota Law Enforcement Certificate, or have the ability to obtain a Certificate within one (1) year of employment; and a valid South Dakota Operator's License.

**MAJOR AREAS OF ACCOUNTABILITY AND PERFORMANCE:**

- Performs the duties of a Police Officer; responds to dispatches and appears at the scene of disorder or crime, patrols assigned area, on foot or by car, inspects public establishments requiring licenses, and responds to domestic calls; responsible to perform the law enforcement activities of maintaining law and order, the protection of life and property, the regulation of traffic, reporting any hazards or dangers, the apprehension, arrest, and detection of law violators; directs and reroutes traffic around fires, accidents, or any other disruption of normal activity; carries out orders and enforces directions from the State and Federal Court Systems; shall meet the physical and professional requirements and certifications of a police officer as established by the South Dakota Law Enforcement Standards; may work nights, odd shifts, and during emergencies; performs other duties as may be assigned.
- May serve as the Code Enforcement Officer by assignment, assists departments with the abatement of nuisance violations, responds to alleged violations, performs inspections, conduct interviews, document and photograph evidence, and contact responsible parties; issues notices, tickets, and enforces ordinances and court directives; appears as a witness for hearings or court trials; distributes educational material to the public; and recommends changes to nuisance related policies, procedures, and ordinances.
- May serve as a School Resource Officer by assignment, works closely with the School Principals concerning school issues; provides classroom presentations; instructs D.A.R.E classes; addresses Civic Organizations on the duties and responsibilities of the job; counsels students on school behavior and law issues and compliance; and attends school functions.

**JOB TITLE: Police Officer (continued)**

- May act as Field Training Officer, supervise the SWAT Team, Fire Arms Instructor, Taser Instructor, D.A.R.E., or other assignments; may serve on the Department Hiring Board;
- Initiates reports and records reflecting daily, weekly, monthly, and annual activities; prepares reports on crime and traffic incidents as necessary; has access to information requiring confidentiality and discretion; responsible for equipment requiring accountability; contacts with fellow employees, the public, and other agencies are constant and involves communication of complex information requiring tact and diplomacy; work requires contact with unpredictable and uncontrollable physical conditions requiring care and use of proper personal safety equipment and procedures to prevent injury.

**SUPERVISION - RESPONSIBILITY FOR WORK OF OTHERS:** Generally none

**EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:** Must be a high school graduate or its equivalent, 21 years of age or older, two year technical degree in law enforcement or related field desired; Must possess, or have the ability to obtain a South Dakota Law Enforcement Certificate within one (1) year of employment; Must maintain all required Certifications during employment through continuing education and training programs. Possession of a valid South Dakota operator's license.

**EXAMPLES OF PERFORMANCE CRITERIA AND QUALIFICATIONS:**

First and foremost responsibilities are of a Police Officer;

Maintains and applies a thorough knowledge of current and new principles and practices of law enforcement;

May serve as a School Resource Officer or as the Code Enforcement Officer by assignment;

Maintains and exhibits discretion and integrity at all times;

Maintains and applies thorough knowledge of federal, state, and local laws and ordinances which are enforced by the department;

Establishes and maintains effective working relationships with fellow employees, other criminal justice agencies, courts, officials, and the public;

May testify in Court or Hearings;

Must maintain confidentiality when appropriate;

Performs other assignments as directed. Management reserves the right to assign or reassign duties and responsibilities to this job at any time.