



Job Title:	Police Recruit Cadet
Department:	Public Safety
Sub Department:	Patrol Operations Division
Supervisor:	Police Command or Fire Command Officer for fire suppression duties
FLSA:	Non-Exempt
Union:	NONUNION

JOB SUMMARY

Individual selected is to serve as an entry level trainee for general police and fire duties. Employees in this position are required to be qualified to attend a regional police academy for training in community relations, patrol methods, traffic control, causes of criminality, courtroom procedures, investigation methods, fingerprinting, and other crime prevention and law enforcement topics through classroom training and hands on training. Upon successful completion of the police academy, employees are promoted to the class of Police Officer and will enter the Field Training program with an experienced Public Safety Officer. Police Officers will later be required to attend a fire academy for Firefighter I and II certification. Upon successful completion of the fire academy, employees are promoted to the class of Public Safety Officer.

ILLUSTRATIVE JOB DUTIES AND RESPONSIBILITIES

- Prior to entering the police academy, employees will be provided exposure and training in various areas of the police and fire services. This time will focus on preparing the employee for success in the police academy and fire academy.
- Maintain regular and reliable attendance.
- Assist Public Safety Officers with reports, evidence handling, and other duties.
- Ride along with Public Safety Officers and Fire Operations personnel.
- Attend regional police academy.
- Perform tasks which require lifting, carrying, or dragging people or heavy objects while performing training and police academy.
- Participate in a wide variety of training classes and curriculum including firearms, defensive tactics, crime and fire investigation, fire suppression techniques, CPR/AED for professional rescuers, hazardous materials response and other functions.

MINIMUM JOB REQUIREMENTS

- Be at least 19 years of age.
- Be a United States Citizen.
- Possess at a minimum an Associate's Degree or have 60 college credits, Bachelor's Degree preferred. Prior military experience will also be considered.
- Have no felony convictions. No history of criminal or improper conduct.
- Possess a valid Michigan Driver's License. No convictions for Operating While Intoxicated (lifetime).
- Qualify and have the ability to attend a police academy and become licensed by MCOLES (Michigan Commission on Law Enforcement Standards).
- Possess or have the ability to complete a fire academy and obtain certification in Michigan as a Firefighter I and II.
- Be of good moral character.



- Have not been dishonorably discharged from the United States Armed Forces.
- Successful completion of psychological exam, physical, and drug screening. (Marijuana prohibited)

PHYSICAL/MENTAL/VISUAL DEMANDS

Environment:

Exposure to interior classroom environment with outdoor activities. Work in a variety of weather conditions with exposure to the elements.

Physical:

High degree of mental, physical, and visual dexterity for sustained periods of time. Physical demands range from sitting in a classroom or vehicle to exercising the strength, mobility, dexterity, and stamina associated with the police academy. Must be in sound physical and mental health. Must have standard hearing in each ear.

Vision:

Minimum of 20/20 vision uncorrected; or 20/20 vision corrected by glasses or hard contact lenses if uncorrected acuity is 20/80 or better; 20/20 vision corrected by soft contact lenses if uncorrected acuity is 20/200 or better. Vision capable of distinguishing basic color groups against a favorable background.

1-4-2023

Bradley Tucker
Human Resources Director

Date

The above statements are intended to describe the general nature of the work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.