

CITY OF EMERYVILLE

Created: February 2002
Revised: March 2006
FLSA STATUS: NON-EXEMPT

TITLE: POLICE OFFICER TRAINEE
Job Code: 1250

DEFINITION:

Under supervision, attends a Peace Officer Standard and Training (P.O.S.T.) certified police academy, participating in and passing all required classes for a period of approximately 27 weeks. Upon successful completion of the academy, the position will become a probationary Police Officer.

Class Characteristics:

This is an entry level, civil service classification without peace officer powers, rights or privileges, within the Police Department, used for classification of new recruits during their attendance at a P.O.S.T. Certified Basic Recruit Academy. Upon successful completion of the required courses of study in a P.O.S.T. Certified Basic Academy, incumbents may be accepted as a sworn Peace Officer of the State of California and a Police Officer of the Police Department. This class is distinguished from Police Officer, which is a sworn classification with peace officer authorities. A Trainee may be dismissed at any time prior to being assigned as a Police Officer without cause and without the right to appeal.

Essential and Related Function Statements—Essential and other important responsibilities and duties may include, but are not limited to the following:

Successfully attend and graduate from a P.O.S.T. certified basic academy; learn use and care of firearms and related equipment; think clearly and act quickly in emergencies, judge situation and people accurately; learn, understand and interpret laws and regulations; prepare accurate and grammatically correct written reports; understand, explain and apply policies and procedures; communicate clearly and concisely, both orally and in writing; make clear and concise radio transmission; establish and maintain cooperative working relationship; meet physical requirements; meet Police Officer requirements contained in the California State Government Code and perform other related duties as assigned.

Minimum Qualification:

Must have any combination of education and/or experience that provides the knowledge, skills, and abilities necessary for satisfactory job performance. Possession of High School Diploma or equivalent with related college course work, AA or BA is desirable.

Special Requirement

Must be at least 20 years of age to apply. Must be 21 years of age at time of appointment to the position of Police Officer. Possession of a valid California Driver's License with a satisfactory driving record. Uncorrected vision of at least 20/100 in each eye corrected to 20/30; normal color vision and hearing.