

POLICE RECRUIT

DEFINITION

Under immediate supervision, attends a police officer training academy certified by the California Commission on Police Officer Standards and Training (POST) for the purpose of qualifying for, through successful completion of such training, appointment as a Police Officer with full police authority.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Attends a basic POST-certified police officer training academy designed to provide a comprehensive overview of the criminal justice system and specialized training in various laws, police practices and procedures, law enforcement techniques, first-aid and physical conditioning. May be assigned, under certain special or unusual circumstances, to perform various non-sworn police support functions for a brief period while awaiting assignment to an academy training class. Performs other functions as assigned.

DISTINGUISHING FEATURES OF THE CLASS

This is a non-sworn, "civilian" police trainee class designed specifically and solely for the purpose of employing police officer candidates in a non-sworn status during the initial formalized basic police officer training academy period. Upon successful completion of academy training, Police Recruits will be appointed to and sworn in as probationary, entry-level Police Officers with full police authority.

RECOMMENDED MINIMUM QUALIFICATIONS

Must be a U.S. citizen or possess permanent resident alien status and have applied for citizenship.

Graduation from a standard high school or an acceptable educational equivalent.

Twenty one years of age by the completion of academy training.

Possession of a valid Class C California Driver's License prior to completion of academy training.

Eyesight correctable to 20/20. For hard contact or glasses wearers there is an additional uncorrected minimum of 20/40 (no uncorrected minimum for soft contact wearers). Normal color vision. No minimum height or weight; however, weight must be in proportion to body height, muscular development and skeletal structure.

Must be of good moral character and reputation. No felony convictions. Free from any physical,

emotional, or mental condition, which would adversely affect ability to perform essential functions of the job.

Willingness to: work irregular hours and days, overtime, weekends, holidays, variable shifts, evenings, and on-call; work at any location in city; enforce laws regardless of personal ethics or feelings; wear uniform furnished by department and comply with department grooming standards; carry a firearm on and off duty; attend meetings and classes to maintain/update job knowledge and skills; work under adverse or potentially hazardous conditions such as in-progress criminal activity, gun fire, unruly crowds, raids/apprehensions of dangerous criminals, deadly attacks; train recruit/trainee officers in the policies, procedures and tasks of the job; take the life of another if justified in terms of existing laws, policies and procedures.

Ability to: read and interpret complex technical documents written in English, such as laws, ordinances, court decisions, general and special orders, training bulletins.

Physically capable of: utilizing defensive equipment (night stick, riot baton); applying sufficient physical force (using the body, hands, legs, feet) to control/restrain an individual or gain entry into a structure; walking/running at varying speeds for varying distances and periods of time; hurdling obstacles such as fences, hedges, barricades; jumping across holes in the ground such as ditches; squatting or crouching for various periods of time; crawling in, around, over or under various structures; lifting/dragging and transporting objects/individuals varying in size, shape and weight; driving under both normal and emergency conditions; identifying and distinguishing between various visual inputs at long and short ranges; comprehending auditory input in radio transmissions and long-range conversations; accurately identifying and distinguishing between colors and the smell of different materials/chemicals; waving arms and hands for varying periods of time; exercising the required physical capabilities while wearing a standard, fully-equipped gun belt; speaking in an understandable voice to conduct in-person and radio conversations and using a bullhorn or loudspeaker; discharging a double-action firearm (trigger pull).

Ability to: accurately add, subtract, multiply and divide whole numbers.

Skill in: communicating with people of various educational and socio-cultural backgrounds when performing such duties as conveying oral instructions in a precise, firm, authoritative, but tactful manner (for example, when directing or coordinating the activities of police personnel of equal or higher rank or other divisions or agencies); explaining to laypersons/public the meaning, intent and requirements of laws, ordinances, court decisions, policies and procedures; explaining/interpreting technical, occupation-specific terms or jargon to laypersons; explaining to laypersons the purpose and use of occupation-specific tools, devices, techniques and procedures; conducting information-gathering interviews.

Skill in: exercising tact, self-restraint, judgment and strategy when dealing with a variety of people, including co-workers and representatives of other agencies, in order to establish rapport and effective working relationships; relating to the public in a fair, tactful and courteous manner; dealing effectively with and controlling groups of people in stressful situations (i.e., crowd control); putting people at ease to gain their confidence and cooperation; dealing effectively with people in different emotional states (e.g., hostile, defensive, traumatized) or suffering from mental illness; persuading individuals to follow an alternate course of action.

NOTE: An individual who cannot meet one or more of the above minimum qualifications due to a disability may submit an application and his/her particular situation will be individually considered to determine whether a reasonable accommodation can be made.

Some recruitments may require bilingual capability in English and one other language, such as Spanish, Korean, Vietnamese, Samoan, Hmong, etc., as an additional minimum qualification.

CHARACTERISTICS OF SUCCESSFUL PERFORMERS

Successful performers are highly dedicated, energetic and tenacious individuals who willingly put forth whatever effort is necessary to successfully complete a training academy and field training program so that they may promote to Police Officer. They are eager to learn about professional law enforcement work and have a genuine desire to serve the citizens of Santa Ana. In addition, they are honest, sincere, hard working and diligent, and can effectively communicate both orally and in writing. Successful performers will welcome the opportunity to work with the community to solve problems.

Class title established per Council Resolution No. 79-125,
effective 8-1-79

Reviewed: 01/03
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