



Police Officer

(recruit/trainee)

DEFINITION

The Town of Ross Police Officer is a California Peace Officer and a first responder responsible for providing safety and security for the residents, businesses, and visitors of the Town. The successful candidate must attend a Police Officer Standards and Training (P.O.S.T.) certified Basic Police Academy in preparation for assuming the full range of work assigned to a Police Officer. The training will be paid for by the Town in addition to the monthly salary offered.

Under general supervision of the on-duty Police Sergeant, the Officer will perform a variety of duties related to the protection of life and property through the enforcement of local, state, and federal laws and ordinances.

The Police Department operates 24 hours a day, 365 days of the year and Officers are scheduled to work a shift and respond to emergency and service-oriented calls from the public. The Ross Police Officer recruit/trainee will discharge his or her duties in a fair, equitable manner, respecting the dignity of life and honoring diversity and abilities. The Town Police Officer recruit/trainee engages with the community by participating in community-oriented policing and problem solving.

SUPERVISION RECEIVED AND EXERCISED

General supervision is provided by the Police Sergeant.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties described are representative of those that must be met by an employee to successfully perform essential job functions. Additional duties may be performed as required. Reasonable accommodations may be made to enable individuals with a disability to perform the essential duties.

- Attend and complete the required course work, and graduate from a certified P.O.S.T. Police Academy.
- Acquire the necessary knowledge, skills, abilities to perform successfully as a Police Officer.
- Acquire the physical conditioning needed to meet the requirements of the Department.
- May perform police work such as property, I.D., research, special projects etc. while awaiting entry into the Police Academy.
- Perform related duties as required.

KNOWLEDGE OF

- Modern police methods and procedures.
- Statutory and case laws and ordinances related to evidence, search, and seizure.

- Town and Department policies and procedures.
- Local geography, demographics, and community concerns and/or issues.
- Community Oriented Policing and Problem-Solving.
- Information technology, personal computers, and related software applications.

ABILITY TO

- Maintain department physical standards
- Perform all duties without physical mental psychological restrictions
- Think and act quickly in emergencies
- Understand and follow written directions
- Interpret and explain laws, rules and regulations
- Operate a variety of public safety equipment
- Establish and maintain cooperative relationships with the public and fellow officers
- Pass a psychological, medical and drug screening test
- Use and care for firearms
- Remember accurately names, faces, numbers, incidents and places
- Meet the academic and physical requirements of P.O.S.T. Police Academy
- Learn the Town of Ross geography
- Learn standard police radio broadcasting procedures

LANGUAGE, MATHEMATICAL AND REASONING SKILLS

Ability to:

- read and interpret documents.
- write reports and correspondence.
- speak to individuals and groups.
- add, subtract, multiply, and divide in all units of measure, using whole numbers, fractions, and decimals.
- compute rate, ratio, and percent and to draw and interpret bar graphs.
- apply common sense to carry out instructions furnished in written, oral, or diagram form.
- deal with problems involving several variables in a wide variety of situations.

EDUCATION, CERTIFICATION AND EXPERIENCE

- High school diploma or general education degree (GED).
- Candidates will be required to submit a standard police background check, and standard P.O.S.T. physical and psychological evaluation.
- No college and/or previous experience required.
- Applicant must be legally authorized to work in the United States under federal law.
- At least age 21.
- Valid driver's license.
- Candidates will be required to submit a standard police background check, and standard P.O.S.T. physical and psychological evaluation.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; and talk or hear. The employee frequently is required to sit and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and taste

or smell. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 100+ pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is frequently exposed to video display and outdoors weather conditions and works evenings or weekends, frequently in environmental conditions. The noise level in the work environment is usually moderate but the Officer may be exposed to loud noise levels.

HAZARDS

Hazards are substantial and there is a regular high and real risk of serious injury.

ENVIRONMENTAL ELEMENTS

Employees work indoors and outdoors, and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures. Duties of this class are performed in a police station, government building, street, open space, residential, recreational, business, or private residence environment, with exposure to criminal offenders, mentally ill individuals, and persons potentially infected with communicable diseases or viruses.

WORKING CONDITIONS

Must be willing to pass a detailed background investigation. Must be willing to work extended shifts, be called back in emergency situations, provide testimony in court during or after work or on days off as directed by a court order or supervisor. Officers will be exposed to difficult circumstances, including exposure to dangerous situations, death, and hazards.

Job Title: Police Recruit
Department: Police
FLSA Status: Nonexempt
Prepared By: Chief Raul Aguilar
Prepared Date: July 2026
Approved By:
Approved Date: