

POLICE CORPORAL SERIES

Definition:

Under general supervision performs sworn police duties in the prevention of crime and the enforcement of law and order; performs police patrol, investigation, traffic regulation, special assignments, and other law enforcement activities; directs the work of and assists in the supervision of assigned personnel and performs related work as required.

Class Titles

**Police Corporal I
Police Corporal II
Police Corporal III**

Essential Duties and Responsibilities:

The following responsibilities and essential duties are performed on a frequent and recurring basis by an incumbent. These are not to be construed as exclusive or all-inclusive.

Develops and implements training programs to ensure that personnel receive instructions in performing activities typical of the applicable assignment.

Trains new personnel, prepares written performance evaluations and assists in supervising a variety of police activities.

Performs a variety of responsible specialty assignments with a minimum of supervision.

Conducts criminal investigations, provides leadership and guidance in conducting same and assists crime scene investigation personnel in the collection and preservation of evidence.

Patrols assigned areas by car, foot, bicycle or motorcycle and answers special calls to include investigation of burglaries and suspicious circumstances, robberies, thefts, felonies, other law violations and deaths.

Operates a variety of tools and equipment specific to law enforcement duties to include a police radio, radar gun, baton, handcuffs, handgun, various firearms, and other weapons as required.

Conducts initial and follow-up investigations; makes arrests, issues citations, books prisoners into the City or County Jail and supervises their custody as needed.

Stops drivers operating vehicles in violation of the law and warns/cites drivers.

Serves warrants and subpoenas and testifies in court in connection with the prosecution of offenders.

Answers complaints regarding a wide variety of problems to include domestic disturbances, obnoxious animals, health code and local ordinance violations.

Takes custody of lost and found property.

Performs crowd control to include parade or riot work.

Takes crime prevention measures and assists in controlling problems of juvenile delinquency.

Submits complete reports on all cases assigned in regulation form or via a recording device.

Furnishes information and directions to the public; directs traffic when appropriate and administers first aid in emergency cases.

Operates a vehicle-mounted and/or a personal computer and uses applicable software.

Physically subdues individuals as appropriate and lifts and carries equipment and other items weighing 50 pounds or less and performs other strenuous activities.

Participates in training courses and programs.

Performs Police Officer duties and relieves superior officers as needed.

Drives a vehicle on City business.

Other Duties and Responsibilities:

Performs other projects/tasks as assigned.

Class Characteristics:

Police Corporal I/II/III are each separate classifications within the Police Corporal series and are multi-incumbent sworn position in the Police Department with specific responsibility for law enforcement tasks. Police Corporals within the series may act as training officers and provide leadership to staff as assigned. Police Corporal duties within the series require considerable initiative and judgment over a variety of situations. A Police Corporal I shall advance to Police Corporal II upon providing the necessary proof of meeting the requirements for Police Corporal II. A Police Corporal II shall advance to Police Corporal III upon providing the necessary proof of meeting the requirements for Police Corporal III.

Contacts and Relationships:

A Police Corporal I/II/III establishes and maintains contact with other Police Department and City staff, other law enforcement personnel, non-law enforcement entities and members of the public and will have contact with a wide variety of individuals to include suspects, criminals, victims, and witnesses.

Qualification Guidelines:

The knowledge and abilities which are required to perform the duties and responsibilities of this class are as follows:

Knowledge of:

State, federal, and local laws, ordinances and regulations applicable to the area assigned.

Department organization, policies, practices, procedures, rules, regulations, and equipment.

English usage and grammar.

Criminal investigation methods and related technical procedures.

Patrol practices and procedures and City geography.

Basic supervisory techniques and effective training methods.

Computer applications relative to area assigned.

AND

Ability to:

Lead, direct and train assigned personnel.

Demonstrate proper use of applicable weapons.

Demonstrate proper patrol and investigative procedures.

Perform work requiring good physical condition.

Understand and carry out oral and written instructions independently.

Communicate effectively orally and in writing.

Write and/or dictate clear and accurate reports and correspondence and record data.

Read and write at the level required for successful job performance.

Remember names, faces and details of incidents.

Meet the public with courtesy and tact.

Establish and maintain effective relationships with those contacted in the course of work and work under strict law enforcement structure.

Deal with complex, fast paced and volatile law enforcement situations.

Exercise independent and sound judgment in evaluating situations and making quick, effective, and reasonable decisions.

Mandatory Requirements:

Police Corporal I

Graduation from high school and possession of the Basic Police Officer Standards and Training (POST) Certificate.

Four years of experience as a full-time peace officer to include one year of full-time experience as a Fullerton Police Officer and current rank of Police Officer.

Valid and appropriate California Drivers License and acceptable driving record at time of appointment and throughout employment in this position.

Must be able to work a flexible schedule, to include overtime, emergency call back, shift work, nights, holidays, and weekends to accommodate City needs.

Police Corporal II

All the mandatory requirements for a Police Corporal I plus:

Possession of an Advanced POST Certificate.

Completion of at least one year in one of the following specialty assignments: Motor, K9, Accident Investigation, Detective, Community Service, or Training (not FTO).

Has commenced his/her 15th year as a sworn law enforcement officer and at least his/her 10th year of sworn law enforcement experience with the City of Fullerton.

Police Corporal III

All the mandatory requirements for a Police Corporal II plus:

Has commenced his/her 20th year as a sworn law enforcement officer and at least his/her 15th year of sworn law enforcement experience with the City of Fullerton.

Physical Tasks and Working Conditions Include the Following:

Work is performed in a variety of locations to include on-site work at calls/incidents, in a patrol vehicle and in the Police Department. Work is performed indoors and outdoors. When work is performed outdoors, there is full exposure to the elements. An incumbent may perform strenuous physical activity for periods of time requiring physical strength and endurance. An incumbent drives a vehicle on City business, uses a computer, sits and stands for periods of time, walks and may run on slippery/uneven surfaces, climbs ladders and stairs, walks on ledges, jumps down from elevated places, kneels, crouches, twists, reaches, bends, crawls in confined spaces and grasps, lifts, carries, pushes, pulls and drags equipment and other items weighing up to 50 pounds on a

regular basis. Incumbents may perform a number of other physical tasks to include physically restraining/subduing combative individuals, using bodily force to gain entrance through barriers, drawing and firing a handgun, shotgun or other weapon, administering first aid and in an emergency, pushing, pulling, dragging and moving suspects and/or others weighing up to 150 pounds. During the course of some tasks, an incumbent may be exposed to blood, other bodily fluids/products, communicable diseases, extreme noise, grease/oil, a variety of fumes, solvents and chemicals, electrical hazards, vehicular traffic and smoke. Incumbents must be able to meet the physical requirements of the class and have mobility, balance, coordination, vision, hearing, sense of smell and dexterity levels appropriate to the duties to be performed.

Fair Labor Standards Act Designation: Non-exempt.

Revised November 2022 including Title Change to Police Corporal Series
Title Changed from Senior Police Officer to Corporal - June 2006
Revised October 2002