

City of Socorro Job Description

Job Title: Police Officer	Department: Police
FLSA Status: Full Time - Non-Exempt	Salary: \$20.68 - \$34.35
Approved: 12/12/2024	Last Revised: 9/15/2022

Position Summary

Under general supervision, the Police Officer performs essential municipal law enforcement and ordinance enforcement duties aimed at crime prevention and public safety. Responsibilities include maintaining a visible presence in the community to preserve peace and order, protecting individuals and property, and providing a range of police services. Officers are tasked with meticulously documenting evidence, circumstances, and actions related to actual and potential criminal violations and other public safety incidents.

Duties, Functions, and Responsibilities:

- **Patrol and Crime Prevention:**
 - Patrol assigned areas, including streets, parks, and commercial or residential districts, on foot, motorcycle, or vehicle to prevent or investigate law violations.
 - Check properties for signs of burglary, fire, or disturbances, and respond promptly to calls for assistance, including accidents, robberies, civil unrest, domestic disputes, intoxicated persons, and drug-related incidents.
- **Investigations and Evidence Collection:**
 - Examine suspicious activities and conduct primary searches at crime scenes to gather evidence.
 - Interview victims, witnesses, and suspects to develop leads and pursue criminal investigations.
 - Coordinate with other officers, supervisors, and law enforcement agencies as needed.
- **Arrests and Legal Compliance:**
 - Arrest, search, restrain, and inform suspects of their legal rights; transport and book prisoners into custody.
 - Serve court orders, warrants, and commitments; testify in court proceedings as required.
 - Consult with city attorneys, municipal courts, and prosecutors on cases and policies.
- **Traffic Enforcement and Accident Response:**
 - Enforce traffic laws, issue citations or warnings, inspect vehicles, and operate speed-detecting radar.
 - Investigate traffic accidents, take measurements, prepare scene diagrams, and follow up on hit-and-run cases.
 - Direct traffic around disruptions and ensure public safety at scenes.
- **Emergency Response and Community Assistance:**
 - Provide first aid at accident scenes and summon medical or law enforcement assistance.
 - Engage in community policing by mediating disputes, conducting public education on crime prevention, and providing general assistance with routine matters (e.g., vehicle lockouts).
- **Special Operations and Assignments:**
 - Participate in specialized teams or assignments, such as K9 patrols, motorcycle units, tactical response teams, or surveillance operations.
 - Conduct operations related to narcotics, juvenile offenses, hostage negotiations, or crowd control when assigned.
- **Administrative and Reporting Duties:**
 - Prepare and submit detailed reports on investigations, arrests, accidents, and other incidents.
 - Maintain accurate records, including daily logs, arrest registers, and equipment forms.
 - Ensure proper use and upkeep of departmental equipment and vehicles; perform basic repairs when necessary.
- **Training and Development:**
 - Participate in ongoing professional development and maintain TCOLE certification.
 - Mentor less experienced officers and demonstrate proper patrol practices when requested.
 - Attend in-service training and comply with departmental policies and regulations.
- **Accountability and General Responsibilities:**

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- Remain available by radio or phone for emergencies or ongoing investigations.
- Perform other duties as assigned, including acting on behalf of supervisors during their absence.
- Regular worksite attendance is an essential function
- Responsible for any other duties and assignments issued by the City of Socorro.

Police Officer

\$20.68 - \$34.35

Minimum Qualifications

- A candidate must possess a high school diploma or GED and 2+ years of related experience. A bachelor's, or associates degree in Public Administration, Criminal Justice, Public Safety, Business Management, or related field experience.
- Hold a valid TCOLE peace officer certification
- Possess a valid Texas class "C" Drivers License

Equipment:

- Operates standard office equipment, including computers with various software, calculators, copiers, scanners, shredders, fax machines, and multi-line telephone systems.
- Utilizes modern methods, practices, and procedures in the use of police-worn equipment, including body-worn cameras, communication devices, and firearms.
- Safely operates motor vehicles in accordance with department policies and applicable laws.

Physical Requirements:

- Maintain physical fitness levels necessary for the rigorous demands of police work, including running, lifting, and climbing obstacles.
- Lift and carry objects weighing over 100 pounds as part of operational duties.
- Sit, stand, or remain on foot for extended periods, and climb stairs, ladders, or other obstacles throughout shifts.
- Run long distances and sprint short distances, climb walls, stoop, kneel, crawl, and perform physical tasks under time constraints.
- Control, restrain, and arrest individuals effectively, using physical strength and agility as required during high-pressure situations.
- Operate motor vehicles safely under varied conditions, including high speeds and adverse weather.
- Use and fire various weapons—such as pistols, rifles, shotguns, and tasers—from different physical positions, including prone, kneeling, and standing.
- Work in all weather conditions, exposed to extreme heat, cold, or other environmental challenges for extended periods.
- Pass periodic fitness evaluations and maintain ongoing compliance with health and wellness standards required for law enforcement officers.
- Participate in fitness programs targeting cardiovascular endurance, strength, agility, flexibility, and recovery to reduce injury risks and improve long-term health.

Conditions of Employment:

- Must be eligible to work in the United States.
- Must be at least 21 years of age.
- Pass Pre-Employment Drug Screening.
- Pass Background Check.
- Pass Physical Fitness Examination.
- Pass Psychological & Polygraph Examination.
- Must maintain a valid Texas Peace Officer License in compliance with the Texas Commission of Law

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Enforcement (TCOLE) standards.

- Must be available to work shifts, including overtime, weekends, holidays, and during emergencies.
- Required to wear the prescribed uniform and accessories for regular duties or special assignments.
- Must adhere to all city and departmental policies, procedures, and the code of conduct at all times.
- Subject to on-call status as needed.
- Must maintain physical and mental readiness to perform police duties, including mandatory participation in training and fitness programs.
- May be required to work in hazardous environments or respond to high-stress situations.
- Must meet all legal, ethical, and professional requirements for Texas Peace Officers.
- Bilingual Skills: English & Spanish preferred

Pay Scales:

Level	FY24	FY25	FY26	FY27	FY28
	Hourly	Hourly	Hourly	Hourly	Hourly
PO	\$20.68	\$20.68	\$20.68	\$20.68	\$20.68
L1	\$25.60	\$25.60	\$25.60	\$25.60	\$25.60
L2	\$26.88	\$26.24	\$26.24	\$26.24	\$26.24
L3	\$28.22	\$27.55	\$26.89	\$26.89	\$26.89
L4	\$29.63	\$28.93	\$28.24	\$27.57	\$27.57
L5	\$31.12	\$30.37	\$29.65	\$28.95	\$28.26
L6		\$31.89	\$31.13	\$30.39	\$29.67
L7			\$32.69	\$31.91	\$31.15
L8				\$33.51	\$32.71
L9					\$34.35

Upon reaching a maximum salary, only COLA increases will be given.



Mayor

12-12-24

Date

City Manager

Date



Human Resources Director

12.12.24

Date

Employee

Date