

Town of Hampstead, NH

POSITION: Patrol Officer
FLSA STATUS:
LABOR GRADE: See Union Contract

DEPARTMENT: Police
REPORTS TO: Patrol Officer
DATE: 3/28/2024

GENERAL SUMMARY

Is a patrol officer for the Hampstead Police Department and primary function is to protect and serve the community. This includes officers assigned to patrol, school resource officer, digital evidence officer, detective and K9 officer. The primary purpose of the position is to provide police services to the community by responding to calls for services and conducting proactive patrols.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Responds to calls for service, handles arrests, motor vehicle accidents and any other matters that would require a duty unit.
- Writes police reports top include but not limited to; incident reports, accident reports, arrest reports, arrest warrants and more.

OTHER DUTIES AND RESPONSIBILITIES

Performs other related duties as requested by officers of higher rank.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience

- NH Part-time or Full-Time Police Academy certification.
- Experience sufficient to thoroughly understand the diverse objectives and functions of conducting patrol.
- Must be able to meet the physical fitness requirements of the Department.

Knowledge, Skills and Abilities

- Thorough knowledge of applicable federal, state and local laws and ordinances.
- Considerable knowledge of police technology; use of computers; communication systems; techniques of investigation and surveillance; protective equipment; etc.
- Skill in the use of firearms and police equipment.
- Ability to plan, organize and direct the work of employees performing various patrol activities.
- Ability to establish and maintain effective working relationships with public officials, state and federal authorities, civic leaders and the general public.
- Ability to prepare and present effectively, oral and written informative material relating to the activities of the Police Department.

Licensing and Certifications

- Valid driver's license
- Valid / active New Hampshire police officer certification.

Tools and Equipment Commonly Used: Computers, handgun, patrol rifle, police cruiser, portable police radio, Taser, OC spray, expandable baton, handcuffs, ballistic vest, radar, breathalyzer, cell phone, Internet, first aid equipment, tourniquets, external defibrillator, fire extinguisher, camera, computer software, tablets, blood tubes & other evidence collecting tools, fingerprinting apparatus, mobile data terminals, verbal judo and basic office equipment.