

City of Dallas
Classification Specification

Title:	Police Corporal	Class Code:	46005
Application:	Career Series	Pay Grade:	P2
Supplemental/Code:	Protective Service Worker/7	Established:	10/01/94
FLSA Status:	Non-Exempt	Revised:	01/01/09

Position Purpose:

This is an experienced law enforcement officer equipped by training and experience to handle a wide variety of assignments in all areas of basic law enforcement work.

Essential Functions Depending on Assignment:

1. Patrols a district in squad car alone or as a member of two-person team to respond to radio dispatched calls such as burglary, theft, assault, rape, murder, disturbances, and family disputes; enforces moving traffic and related ordinances, apprehends violators, issues citations and makes arrests; prepares and submits written reports of patrol activities.
2. Makes preliminary investigations to assist in solving crimes against persons and property; gathers information, follows up on leads, uncovers evidence, gathers information, and interrogates witnesses; may maintain surveillance of suspects and perform other basic duties to assist Investigators; prepares and submits written reports of investigative activities.
3. Makes investigations of traffic accidents; assumes charge at accident sites, secures emergency medical aid for injured persons, may administer first aid, directs traffic, and sees that site is cleared and safe for traffic; prepares and submits written reports of traffic investigations.
4. May be assigned to other divisions of the department in order to provide supportive and administrative services to operating divisions; assists in performing research and administrative assignments as directed.
5. May be transferred to special sub-classifications such as Helicopter Pilot, Dog Handler, Investigator, Jailer, Field Training, and Motorcycle duty; retains permanent rank and base pay of Police Officer while serving in special assignment pay sub-classification.
6. Performs other related duties, including special projects, as assigned.
7. Regular, reliable and punctual attendance is an essential function of the job.

Knowledge, Skills, and Abilities Required to Perform Work:

Thorough knowledge of the Penal Code, General Orders, Code of Conduct and the Code of Criminal Procedures.

Effective and diplomatic oral and written communication skills, both internally and externally at all employee levels.

Must be certified under the City of Dallas Driver's Safety Program.

Must be certified by the Texas Commission on Law Enforcement Officer Standards and Education. (TCLEOSE)

Ability to establish and maintain an effective working relationship with all levels of management, city officials, vendors, other government agencies, other employees and the general public.

Working Conditions and Hazards:

Works in field and office patrolling district and making investigations.

Drives a radio patrol squad car; works rotating shifts including nights, weekends, and holidays.

Subjected daily to hazards and potential physical dangers inherent in law enforcement work.

Force required to make arrests or to defend self against assault occasionally requires considerable physical strength and agility.

The above statements are intended to describe the general nature and level of work performed by personnel assigned to this classification and is not necessarily an exhaustive list of all responsibilities, duties and skills required.