Position Description

PD#: BW96047
Sequence#: VARIES

Replaces PD#:

POLICE OFFICER

GS-0083-05

Servicing CPAC: WHITE SANDS MISSLE RANGE, NM

Agency: VARIES
MACOM: VARIES
Command Code: VARIES

Region: WEST

Citation 1: OPM PCS POLICE SERIES, GS-0083, APR 88
Citation 2: OPM PCS SECURITY GUARD, GS-0085, APR 88
PD Library PD: NO
COREDOC PD: NO

Classified By: BW DCA MANAGER
Classified Date: 02/09/1996

FLSA: NON-EXEMPT
Career Program: 00
Functional Code: 00
Competitive Area: VARIES
Competitive Level: VARIES
Bus Code: VARIES
PD Status: VERIFIED

Drug Test Required: VARIES
Financial Disclosure Required: NO
Requires Access to Firearms: VARIES
Position Sensitivity: VARIES
Emergency Essential: VARIES

DCIPS PD: NO
Acquisition Position: NO
Interdisciplinary: NO
Target Grade/FPL: 05
Career Ladder PD: NO

Duties:

PD Nbr:
BW96047

MAJOR DUTIES

Patrols areas of White Sands as directed, including paved/unpaved roads, recreational areas, training areas, cantonment and housing, ranges, etc. Enforces military, federal, state, and local criminal, traffic, and motor vehicle laws and regulations. Ensures against unauthorized entry of individuals into restricted areas. Issues violation notices to violators for appearance at the appropriate court and prepares police reports. Pursues, apprehends, and arrests persons fleeing from crime scenes. Identifies and apprehends violators based on eyewitness

accounts or personal observations. Takes charge of crime and accident scenes, and restricts access to those persons required on the scene. Seeks, detects, and protects evidence and witnesses at the scene of an incident. Takes statements from witnesses and clarifies conflicting statements. Interrogates suspects. Detains witnesses and suspects. Authorized to carry and use firearms in the line of duty.

Conducts initial police investigations. Recommends changes to reduce opportunities for theft and illegal entry. Develops and follows leads, takes statements, and gathers other information and facts. Analyzes facts to identify suspects and develop case information for use in filing complaints ringing suspects to trial. Coordinates with prosecuting attorneys on case development and plans to perform arrests and prosecutions. Coordinates with other law enforcement agencies to gather facts or evidence for use in assigned cases.

Enforces traffic laws; investigates traffic accidents; and takes statements from principals and witnesses; directs traffic and controls the movement of vehicles and pedestrians; observes and reports traffic safety hazards; issues citations for speeding and parking violations; and enforces pedestrian right-of-way rules. Operates radar or other speed detection equipment and pursues speeding vehicles when enforcing traffic regulations or laws. Operates breathalyzer or similar alcohol detection devices IAW state requirements. (75%)

Controls personnel access to White Sands Missile Range by monitoring the identification and authorization of individuals and vehicles entering sensitive and restricted areas. Patrols sensitive and restricted areas to check locks and alarms, fences, gates or other barriers. Rotates to various posts independently performing the full range of security guard services. (25%)

Performs other duties as assigned.

FACTOR 1. KNOWLEDGE REQUIRED BY THE POSITION. Level 1-3, 350 points

Knowledge of military, federal, state, and local laws regarding criminal, traffic, motor vehicle, hunting, conservation, environmental, archeological, fishing and trapping laws, and security regulations sufficient to perform a full range of law enforcement operations.

- Knowledge of jurisdiction and how they apply in areas of responsibility.
- Knowledge of and use of emergency vehicles and equipment.

- Knowledge of basic investigative techniques and procedures.

- Knowledge of weapon safety rules and use of firearms.

- Knowledge of authorized use of deadly force.

- Knowledge of ammunition and their hazards.

- Knowledge of radar or other speed detection equipment and pursuing speeding vehicles when enforcing traffic regulations or laws.

- Basic knowledge of map reading, training areas, live-fire areas, and recreational areas.

FACTOR 2. SUPERVISORY CONTROLS. Level 2-2, 125 points

Works under the general supervision of the shift supervisor. The supervisor makes individual assignments for patrol areas, special tasks, priority of assignments and provides additional, specific instructions for new, difficult, or unusual assignments including suggested work

methods or advice. The employee uses personal initiative in carrying out recurring assignments independently without specific instructions about how to do the work or the precise methods to apply. The employee is expected to call for back-up or seek supervisory assistance and advice in cases of life threatening emergencies or in the event of unusual problems or unfamiliar situations that are not covered by existing instructions and procedures. Work is reviewed for technical adequacy, adherence to standard procedures and methods, and compliance with any special instructions.

FACTOR 3. GUIDELINES. Level 3-2, 125 points

Guidelines cover a variety of legal, procedural and administrative conditions such as: military, Federal, state and local laws, rules and regulations; rights of citizens and others; action allowable and limits specified under concurrent jurisdiction agreements; procedures for issuing citations and performing arrests; use of force and use of weapons; court procedures for arresting officers, complaints, or witnesses; established operating and public relations procedures for dealing with persons who live or work within the jurisdiction; authority for "hot pursuit" and others that define the kinds of work to be done and much of how it is to be performed. The officer exercises initiative and judgment in determining which of several alternatives to use according to the nature of the situation. Makes minor deviations or based on the emergency nature of an incident, significant deviation from the guidelines are referred to the supervisor.

FACTOR 4. COMPLEXITY. Level 4-2, 75 points

The work includes various duties requiring the employee to perform related steps, processes, or methods for the completion of each assignment. Within an assignment period, the employee performs such different tasks as detaining and/or apprehending armed and unarmed suspects; investigating offenses; performing surveillance; controlling access to restricted areas, performing foot and/or vehicle patrol; responding to vehicle/aircraft crashes; assisting hunters, range users, and visitors; conducting game check points; or other similar activities requiring control or action. The employee identifies the conditions involved and decides what kind of action to take, including the level of force required. The employee's assessment of the conditions and elements must be made quickly in order to determine among several alternatives the kind of action to take and the level of force to use.

FACTOR 5. SCOPE AND EFFECT. Level 5-2, 75 points

The employee performs a full range of police duties by following and executing specific rules, regulations or procedures covering law and rules enforcement, physical security, patrol duties and coordination with local courts.

Services affect the acceptance of law enforcement and security program services and actions, contribute to crime prevention programs, influence employees and visitors to cooperate with the security force, and set an example for conforming with laws, rules and regulations. The results also effect the secure flow of work processes and materials, and provides for a sense of personal security that enhances productivity of individuals in the work place.

FACTOR 6. PERSONAL CONTACTS. Level 6-3, 60 points

Contacts are with violators of laws, rules or regulations where those contacted are reluctant to accept the officer's authority, may resist detention or attempt to flee, or with unruly individuals who pose a threat to the officer and/or other individuals present. Typical of contacts at this level are: trespassers attempting to avoid apprehension and detention, felons, suspects in felony cases, recalcitrant witnesses, distraught individuals involved in or witness to accidents, and others where there is potential for arrest, detention, or issuing

citations for serious offenses of law, rule, or regulation, or for violent or irrational response on the part of the perpetrator or victim.

FACTOR 7. PURPOSE OF CONTACTS. Level 7-3, 120 points

The purpose of contacts is to influence, motivate, interrogate, or control persons or groups. Employee must be skillful in approaching the individual or groups in order to obtain the desired effect, such as gaining compliance with established policies and regulations by persuasion or negotiation, or gaining information by establishing rapport with the public, felons, and representatives of the court.

FACTOR 8. PHYSICAL DEMANDS. Level 8-2, 20 Points

The work requires regular and recurring physical exertion such as long periods of standing, walking, driving, bending, stooping, reaching, crawling, and similar activities. Employees engage in such exertions when responding to reported law violations, pursuing suspects, or participating in weapons or other kinds of training activities; walking foot patrols. Requires common physical characteristics and abilities in agility and dexterity and the strength to pursue, apprehend, and detain uncooperative suspects.

FACTOR 9. WORK ENVIRONMENT. Level 9-2, 20 points

The work is performed in settings in which there is regular and recurring exposure to moderate discomforts and unpleasantness, such as high levels of noise in range areas and adverse weather conditions during extended periods of patrol duties and night driving in blackout conditions. The employee may be required to use protective clothing or gear such as coats, boots, or gloves. The work also involves moderate risk and discomfort when working outdoors without shelter or operating vehicles for extended periods of time over rough terrain.

Total Points 970

SPECIAL REQUIREMENTS:

- Must successfully complete Law Enforcement Academy.

Must successfully complete CPR certification and advanced First Aid.

Work may require flying on military aircraft.

Must qualify for a security clearance.

Required to undergo urinalysis and drug testing.

Required to pass entry level and annual recertification of physical agility test.

Incumbent will be required to perform a weapons qualification test commensurate with assigned duties and responsibilities.

CODE: A4. Nonexempt position. The primary duty of this position is nonexempt from the provisions of the FLSA as set forth in paragraph A.2 of attachment I to FPM Letter 551-7 dated July 1, 1975, Section 551.205 of attachment I to FPM Bulletin 551-15 dated November 10, 1983, and Section 551.205 of attachment 1 to FPM Bulletin 551-18 dated March 13, 1986 in that 80% or more of the work time in a representative workweek does not involve serving as an advisor, assistant, or representative of management, or a specialist in a management

or general business function or supporting service performing work which (1) significantly affects the formulation or execution of management policies or programs; or (2) involves general management or business functions or supporting services of substantial importance to the organization; or (3) involves substantial participation in the executive or administrative function of a management official. The employee does not perform work which is intellectual and varied, or of a specialized or technical nature, requiring considerable special training, experience, and knowledge, frequently exercising discretion and independent judgment in performing the normal day to day work.

NOTE: This position is covered by the 1996 Lautenberg Amendment to the Gun Control Act of 1968. Persons convicted of a misdemeanor or felony crime of domestic violence are not eligible for the position.

Evaluation:

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BW96047

No evaluation provided.