

Position Title: Police Officer

Reports to: Chief of Public Safety

EDUCATIONAL, TRAINING, AND PHYSICAL REQUIREMENTS

- High school education or equivalent
- Ability to speak, read, and write English
- Ability to speak basic Spanish
- CPR/ADE certified
- Basic police academy and TCLEOSE basic police officer certification
- Proficiency in Word and Excel
- AOA driver's license
- 20/20 vision with correction
- Ability to distinguish colors
- Pass a thorough background check and have no felony convictions
- Ability to walk and/or stand 90 percent of an 8-hour shift on an ongoing, daily basis
- Ability to maintain composure and demonstrate critical decision-making abilities under adverse and life-threatening conditions
- Ability to immediately comprehend and execute orders in emergency situations
- Ability to lift a maximum of 20 pounds multiple times per day.
- Ability to drag a person weighing 150 pounds.
- Ability to run 500 yards
- Ability to physically function with an unimpaired range of motion and full range of abilities, crawling, climbing, running, stepping, sitting, standing, stooping, reaching, bending, and lifting
- Ability to independently make ethical decisions that conform to applicable laws, departmental policies, and other regulations with and without supervisory input
- Communication skills
- Ability to consistently arrive at work on time and follow the designated chain of command
- Pass drug screening and pre-employment physical examination
- Pass a background check

RESPONSIBILITIES

- Enforce airport rules and regulations, City ordinances, state and federal laws, and written and unwritten directives.
- Patrol airport property to ensure compliance with all applicable laws, rules, and regulations.
- Enforce traffic regulations.
- Apprehend, arrest, book, and process criminal suspects and hold until the suspect is transported by city, state, or federal authorities.
- Attend all training as required by the airport or local, state, or federal authorities, including SIDA, NCIC, SODIA, FAA, baton, firearm, radio, computer, airport security and safety, and CPR/AED training.
- Maintain familiarity with airfield locations and the surrounding area.
- Be on call as requested for emergencies.
- Maintain knowledge of rules and regulations of the airport, laws of the City of Harlingen, laws of the State of Texas and United States.
- Prepare incident reports and maintain daily logs.
- Board aircraft to act as a public safety officer when needed.
- Respond to complaints from the public and report them to the appropriate personnel.
- Prepare Uniform Crime Report and submit to the FBI monthly.
- Check security directives from the FAA weekly.
- Maintain weapons and personal equipment.
- Assist customers on airport property as needed.
- Respond to access control system alarms.
- Secure parking lots.
- Respond to dispatch calls for emergency and law enforcement services.
- Investigate accidents and prepare thorough incident investigations and reports.
- Preserve crime scenes.
- Assist other local, state, and federal law enforcement agencies, the fire department, the Federal Aviation Administration, and TSA personnel as required.
- Administer CPR in emergency medical situations.
- Attend daily briefings.
- Participate in special assignments (both law enforcement and non-law enforcement) as requested.
- Appear in municipal, state, or federal court as needed.
- Take possession of unattended baggage.
- Physically inspect the terminal and ramp area, making sure doors are secure and that all passengers get off the ramp.
- Respond to peacekeeping requests from tenants.
- Maintain contact with dispatch.
- Perform runway checks and clear the runway if maintenance is not available.
- Respond to checkpoint calls.
- Take initial reports regarding stolen items, then call the appropriate authority.
- Perform frisk searches of persons as needed.
- Perform searches of bags.

This position description highlights a general description of duties and responsibilities. Employee(s) may be assigned other duties, in addition to or in lieu of those described herein, and any duties are subject to change at any time according to the needs of Valley International Airport.