



JOB DESCRIPTION

Police Cadet

Date Prepared: March 2014

Job Class: 4035

SUMMARY: Under close supervision, attends a California Commission on Peace Officer Standards and Training (POST) basic training academy to obtain California Peace Officer Certification.

ESSENTIAL FUNCTIONS: -- *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include, but are not limited to, the following:*

- Attends classroom training sessions and takes notes required to obtain State Peace Officer Certification.
- Completes written, oral and skills proficiency examinations for a wide variety of required Peace Officer skills and knowledge, and maintains required levels of proficiency.
- Participates in physical conditioning training and testing, and maintains required levels of physical fitness.
- Adheres to CA POST academy rules and regulations.
- Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

Education, Training and Experience Guidelines:

High School Diploma or GED equivalent. Must be at least 21 years old upon graduation from the academy, and be a U.S. citizen. Must successfully pass a comprehensive background investigation including a polygraph, and meet the minimum POST standards for medical examinations and physical ability.

Knowledge of:

- City and VPD policies and procedures.
- Safe work practices, occupational hazards and safety precautions.

Skill in:

- Maintaining academic and professional standards in accordance with VPD policies.
- Following verbal and written instruction.
- Reading and understanding training materials and completing written, physical, and skills testing.
- Learning and applying training materials and training instructions.
- Communicating effectively verbally and in writing.

LICENSE AND CERTIFICATION REQUIREMENTS:

A valid California State Driver's License is required.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Work is performed in a classroom environment, and in the field for training exercises; requires strenuous physical efforts and ability to meet physical standards of the CA POST Academy.