

**CITY OF FONTANA  
POLICE OFFICER TRAINEE**

**DEFINITION:** Under immediate supervision, attends a prescribed law enforcement academy training program for newly hired Police Officers.

**ESSENTIAL FUNCTIONS:** The employee must have the ability to:

- Participate in and complete a prescribed law enforcement officer training program for entry level police officers including training in report writing, laws of arrest and seizure, defensive driving, California Vehicle and Penal Codes, officer survival and physical fitness.
- Perform a wide variety of police support duties which may include dispatching and records, duties acting as desk officer and/or assisting in planning and research activities.
- Perform any other tasks or functions deemed necessary to the daily operations of the employer.

**THE ABOVE LIST OF ESSENTIAL FUNCTIONS IS NOT EXHAUSTIVE AND MAY BE SUPPLEMENTED AS NECESSARY BY THE EMPLOYER.**

**WORKING CONDITIONS:** Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting, and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement, and fine coordination in preparing reports using a computer keyboard. Additionally, the position requires near, far, and color vision in viewing crime scenes, evidence and firing a weapon. As a law enforcement officer, the incumbent may be required to run in pursuit and subdue suspects while taking them into custody; walk on uneven and slippery surfaces, and climb ladders. This position will be required to work outdoors in all weather conditions, around loud noise, and moving vehicles. Incumbents may also be subjected to physical threats, verbal abuse, and other stressful situations.

**EXPERIENCE AND TRAINING GUIDELINES**

A combination of experience and training that would provide the required knowledge and abilities is qualifying. The employee must have the ability to:

- Successfully complete a training program for entry level Police Officers.
- Successfully pass a police background investigation.
- Observe accurately and remember names, faces, numbers, incidents and places.
- Learn to use and properly care for firearms.
- Think and act quickly in emergencies, and judge situations and people accurately.
- Learn, understand, interpret and apply laws, regulations, policies and procedures.
- Prepare clear, accurate and grammatically correct written reports.
- Meet standards of physical stature, endurance and agility established by the City.
- Meet the requirements for police officer contained in the California State Government Code.
- Understand and carry out oral and written directions.

- Establish and maintain cooperative work relationships with those contacted in the course of work.

**Experience:** None required.

**Education:** Equivalent to the completion of the twelfth grade supplemented by eighteen unites of college level course work in police science, sociology or a related field.

**Licenses/Certifications:** Possession of, or ability to obtain, an appropriate, valid California driver's license.