



PERSON SPECIFICATION

Directorate:	Local Policing	Job Title:	Patrol and Resolution Officer	Weekly Hours:	40
Section:	Patrol & Resolution Hub	Rank:	Constable	Version:	1
Post No:		Status:	Established	Version Date:	24/10/14

Please describe, with example(s), in your application form how you feel you meet each of the numbered essential criteria, and where possible the desirable criteria, below.

Criteria <i>Justifiable as necessary for safe and effective performance of the job.</i>	Essential <i>A clear definition of the necessary criteria.</i>	Desirable <i>Where available, elements that contribute to improved / immediate performance in the job.</i>
Pre- Requisites:	<ol style="list-style-type: none"> 1. Hold a standard driving authority, unless a student officer. 	<ol style="list-style-type: none"> 1. Hold an advanced driving authority 2. Be Fast Roads trained. 3. Be PSU Trained 4. Be Method of Entry trained

POLICE OFFICER

Work Experience:	<ol style="list-style-type: none">2. Possess knowledge of critical incident management, the “golden hour” principles and the five building blocks of investigation.3. Possess knowledge of forensic preservation and collection methods.4. Demonstrate your application of the National Decision Making Model in all considerations when dealing with risk, harm & threat.5. Demonstrate experience of pro-active policing6. Demonstrate by example the ability to work with minimal supervision.7. Demonstrate an understanding of intelligence grading and the 5x5x5 model.	<ol style="list-style-type: none">5. Demonstrate a high level of initial investigation & problem solving skills.
Personal / Interpersonal Skills, Aptitudes:	<ol style="list-style-type: none">8. Demonstrate by example high levels of self-motivation and the ability to work as part of a team.9. Demonstrate the ability to effectively communicate information effectively, both verbally and in writing.	

POLICE OFFICER**ROLE DESCRIPTION**

Job title:	Patrol and Resolution Officer
Post no:	
Rank:	Constable
Responsible to:	Patrol and Resolution Sergeant
Responsible for:	None
Contacts:	<p>Internal: Police, staff and wider police family of all ranks up to Chief Constable.</p> <p>External : Members of the public, local elected officials, members of partner organisations</p>
Primary Role:	<p>Working to protect communities and seek to increase public confidence through a range of activities including:</p> <ul style="list-style-type: none"> • Responding to emergency and priority incidents and a limited number of negotiated response incidents where appropriate. • Provide initial action, advice and reassurance to victims and witnesses ensuring people's needs are assessed and represented. • Provide a 'golden hour' level of investigation to a set of agreed standards, taking appropriate action to identify offenders, take positive action where necessary and preserve/collect evidence. • Targeted patrol and appropriate anti-crime, ASB or community safety initiatives providing highly visible policing presence. • Support Night Time Economy operations as directed

POLICE OFFICER

<u>Duties</u>	<u>Responsibilities</u>
<p>Operational: (List of Daily Activities)</p>	<ul style="list-style-type: none"> • Provide response to incidents including initial action and reassurance to victims and witnesses. This will include cases where case resolution is possible (e.g. Contemporaneous note interviews & Community resolutions). • Provide an initial response to missing persons, and carry out tasks as directed by the Missing Persons Team. • Deal with self-generated prisoners for offences that are straightforward in nature and generally do not require interviews (e.g. drink drivers, Sect 5 POA, simple breach of bail) • Provide a visible and pro-active presence, pro-active in support of neighbourhood priorities and initiatives (such as ASB, vulnerability & violent crime) • Provide an ANPR equipped cadre (where trained and appropriate). • Any other duties in support of Directorate priorities where directed e.g. by the Priority and Resource Commander. • Have responsibility for Bedwatch, constant prisoner supervision and scene preservation.
<p>Communication:</p>	<p>Communicate with local people to gather intelligence and other community based information which should be passed to others within the organisation to ensure a positive response.</p>
<p>Intelligence:</p>	<p>Maintain detailed and up to date knowledge of crime trends, offenders, vulnerable people and locations in your response hub.</p> <p>Gather and submit intelligence in line with relevant legislation and policy</p>
<p>Public Reassurance:</p>	<p>Seek to increase public confidence in the police and reduce fear of crime by ensuring a visible and pro-active presence thereby helping to reduce instances of crime and disorder.</p>

POLICE OFFICER

General:	<p>This role description should develop along with the changing demands of policing reflected in Force Objectives and priorities</p> <p>Be flexible in terms of working location and be prepared to work temporarily at other locations within the Force area, undertaking a similar role, particularly around job rotation opportunities with other departments.</p> <p>Actively promote equality of opportunity, work towards eliminating discrimination and promote good relations between all groups of people.</p> <p>Maintain current and future personal qualifications by agreeing to undertake approved courses/planned events within agreed timescales</p>
-----------------	--

Additional Information:

Risk Assessment: _____
(to be attached) Yes / No

Security Check Level: _____
(Strike through checks not applicable) RV, SC, EV1, DV, NPPV1, NPPV2, NPPV3

Additional Information: _____

LEICESTERSHIRE POLICE RISK ASSESSMENT FORM

AREA/DEPT.: _____ DATE COMPLETED: _____ REVIEWED _____
 LOCATION/WORK ACTIVITY (GROUP OR INDIVIDUAL POST) ASSESSED: _____

SPECIAL GROUPS OF PERSONS CONSIDERED: _____

COMPLETED BY (Risk Assessor): _____

AUTHORISED BY: _____

ASSISTED BY: _____

REMEDIAL ACTION PRIORITY ORDER		
Number	Date Completed	Initials

WORK ACTIVITY		HAZARD		LIKELIHOOD			RISK
No.	Description of task	Description including potential severity	H M L	Groups Exposed. Evidence of previous harm.	Existing Controls in place?	H M L	Hazards x Likelihood