

The Town of Liberty is seeking qualified applicants to serve our community in the role of Police Officer. The Liberty Police Department enjoys the overwhelming support of its residents and is supplied with modern equipment and training far in excess of NC Criminal Justice Training & Standards. If you want to work for a growing community, and agency, that values and supports their Police Officers then you want to work for Liberty.

Liberty is a small town, that is quickly expanding, located in Northeast Randolph County with a current population of approximately 2,700 people. We are primed for growth with several nearby certified megasites, Toyota Manufacturing Plant, Greensboro Randolph and Chatham-Siler City Advanced Manufacturing Site nearing completion. Estimates are as high as 60,000 new residents in the area in 5 years.

Please visit [www.liberty-nc.com](http://www.liberty-nc.com) and complete the online application. If you need a paper copy, please email [libertypdadmin@townoflibertync.org](mailto:libertypdadmin@townoflibertync.org) and request an application. Completed, notarized and sealed *UPDATED* NC Criminal Justice Training & Standards F-3's should be delivered to the Liberty Police Department, either in person to 10046 Old Liberty Rd Liberty, NC 27298 or via mail to Liberty Police Department PO box 206 Liberty, NC 27298.

Resumes and application materials should be mailed to PO Box 1006 Liberty, NC 27298 or emailed to [townmanager@townoflibertync.org](mailto:townmanager@townoflibertync.org).

Compensation is variable depending on prior experience, education and training.

Application Posting: 02/10/2025.

Application Deadline: Open until filled.

The Town of Liberty is an equal opportunity employer. We value you and your individual experience.

## **POLICE OFFICER**

### **GENERAL STATEMENT OF DUTIES:**

Performs law enforcement responsibilities in all facets of policing to include, but not limited to, patrolling the Town, responding to calls for service, investigations of criminal activity, and more.

### **DISTINGUISHING FEATURES OF THE CLASS:**

An employee in this class performs general duty law enforcement work in varied areas of the department. Work includes patrol, investigating traffic accidents, undercover task forces, investigating criminal activity, serving warrants, traffic law enforcement, responding to domestic disputes, animal control and other work applicable to law enforcement. Employees are highly visible in the community and exercise visible presence to prevent or abate crime. Employees must have the ability to develop a positive public image, display tact and firmness when interacting with criminal suspects or witnesses, apply reasoned and experienced judgment and discretion, and project a positive attitude. Work is performed under the immediate supervision of a senior officer or supervisor and is evaluated for effectiveness, visibility, compliance with standards, public support, and attainment of performance objectives.

### **ILLUSTRATIVE EXAMPLES OF WORK:**

- Patrols community to earn and retain their trust and support; checks security of buildings and residences; apprehends and arrests offenders for criminal violations
- Investigates traffic accidents; uses speed measurement devices, interviews eye witnesses and suspects, and determines violations to be issued; assists motorists in the exchange of information; provides information to insurance companies regarding accidents; verifies vehicle registrations and ensures compliance with inspections laws
- Conducts pre-tour of duty inspections of vehicle and equipment to ensure readiness with fuel, tire air pressure, warning sirens, lights and all other support equipment is operational
- Locates individuals indicted for crimes; serves warrants, summons, and subpoenas
- Enforces speed limits by active patrol and monitoring heavy speeding areas for visibility
- Maintains surveillance on individuals and groups; collects information on suspect's families, friends, and acquaintances to build database of information for future reference, or as evidence for criminal prosecution
- Conducts criminal investigations by gathering information, processing crime scenes, and interviewing witnesses; testifies in court as required
- Responds to domestic situations and recommends solutions to resolve conflicts
- Performs any related work as required

### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledge of modern law enforcement principles, practices, and procedures
- Knowledge of departmental standard operating policies and procedures, and federal, state, local laws and ordinances
- Knowledge of practices, materials, techniques and equipment pertinent to job assignment
- Knowledge of human behavior characteristics
- Knowledge of effective oral and written communication techniques when interacting with individuals and groups
- Skill in the use of firearms and other authorized law enforcement equipment
- Ability to take charge of a situation requiring law enforcement; ability to determine if criminal acts have been committed and apprehend or arrest criminal suspects
- Ability establish rapport and maintain effective working relationships with superiors, subordinates

and the general public

- Ability to express thoughts clearly both orally and in written reports
- Ability to maintain a physical fitness level sufficient to perform law enforcement work

### **PHYSICAL REQUIREMENTS and WORKING CONDITIONS:**

Work in this position is medium work exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Employee must have visual acuity, or corrected to, 20/20 vision, and be able to; clearly see objects both near and far related to criminal activity, prepare and analyze data and figures, operate a computer terminal, and perform extensive reading. Employee may be required to use sufficient physical force to subdue, or restrain persons including the use of lethal and deadly force. Employee must be able to maintain physical condition sufficient to perform assigned duties and responsibilities which may include running, walking, standing or sitting for extended periods of time; chasing and subduing fleeing subjects or individuals resisting arrest; crouching or crawling during emergency operations; moving equipment and injured or deceased persons, climbing stairs or ladders, performing lifesaving and rescue procedures and operating assigned equipment including firearms and vehicles.

### **Working Conditions/Environment:**

The Town of Liberty recently completed a newly renovated Police Headquarters with state of the art amenities available to employees of the Liberty Police Department. Employees will be exposed to both inside and outside working conditions; noise which would cause the employee to shout in order to be heard above the ambient noise level; hazards including proximity to moving traffic; and other conditions one should expect performing the duties of a law enforcement officer.

Work environment often includes persons with criminal records with little to no respect for law enforcement. Precautions are required to minimize their exposure to blood-borne pathogens, communicable diseases and bodily harm.

### **EDUCATION AND EXPERIENCE:**

Graduation from high school, or GED equivalency, and the completion of Basic Law Enforcement Training (BLET) is required. An Associate's or Bachelor's degree in Criminal Justice or related field is preferred.

### **Special Requirements:**

- Valid North Carolina Driver's License
- Must hold a Basic Law Enforcement Certification (BLET) as a law enforcement officer by the North Carolina Criminal Justice Education and Training Standards Commission (required to be continuously employed)

**FLSA Status:** Nonexempt (FLSA 7k exemption)

**Disclaimer:**

This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees to perform the job. The Physical Requirements and Working Conditions section of this classification may vary from position to position and a more thorough description of these elements can be found in the employee's Position Description Questionnaire (PDQ). The Town reserves the right to assign or otherwise modify the duties assigned to this classification.

February 2025