

POSITION: COUNTY POLICE OFFICER

DEPARTMENT: GRANT COUNTY SHERIFF'S DEPARTMENT

The following essential job functions comprise a summary of job duties, requirements and responsibilities contained in the job description prepared for this position. The job description will serve as the primary document in the selection and hiring process; and constitutes the context for incumbent job performance and evaluation.

ESSENTIAL FUNCTIONS

Enforce local, state and federal laws to protect people and property;
Regularly patrol county roads in assigned vehicles;
Monitor and respond to communication devices;
Pursue, apprehend, search and arrest suspects;
Investigate crimes, preserve and protect evidence as required;
Respond to and investigate traffic accidents;
Prepare and submit required reports;
Testify in court proceedings as required.

REQUIREMENTS

Practical knowledge of law enforcement demands and ability to respond swiftly, rationally and decisively to varied situations and circumstances;
Ability to effect forceful arrest as situations demand;
Ability to effectively communicate by radio, telephone and in person;
Ability to administer first aid and CPR;
Knowledge of standard English grammar and ability to effectively prepare written reports, correspondence and related documents;
Ability to respond to emergencies from off-duty status;
Ability to effectively use and maintain assigned uniforms, equipment and weapon;

LICENSE/CERTIFICATION NEEDED

Certification or ability to be certified by the Indiana Law Enforcement Academy and all department hiring statements;
Ability to legally operate assigned vehicle

**GRANT COUNTY SHERIFF'S DEPARTMENT
APPLICANT AGILITY TEST**

Vertical Jump

Purpose: This is a measure of jumping or explosive power.

Equipment: Vertical measuring apparatus fixed to a smooth wall. Some way to mark extension when jumping (e.g. chalk dust, Velcro).

Procedure:

1. Participant stands with one side toward the wall, feet together, and reaches up as high as possible to mark his/her standard reach.
2. Participant jumps as high as possible and marks the highest point of the jump. Participant must jump from both feet in a stationary stance. Arms may be pumped and thrust upward.
3. Score is the total inches, to the nearest $\frac{1}{2}$ inch, above the standard reach mark.
4. The best of three trials is the recorded score.

One Minute Sit-Ups

Purpose: This measures abdominal muscular endurance.

Procedure:

1. The participant starts by lying on his/her back, knees bent, heels flat on the floor, with the fingers laced and held behind the head. Avoid pulling on the head with the hands. The buttocks must remain on the floor with no thrusting of the hips.
2. A partner holds the feet down firmly.
3. The participant then performs as many correct sit ups as possible in 1 minute.
4. In the up position, the subject should touch elbows to knees and then return until the shoulder blades touch the floor.
5. Score is total number of correct sit ups. Any resting must be done in the up position.
6. Breathing should be as normal as possible, making sure the participant does not hold his/her breath as in the Valsalva maneuver.

300 Meter Run

Purpose: This is a measure of anaerobic power.

Equipment: 400 meter running track, or any measured 300 meter flat surface with sufficient distance to slow to a stop.

Procedure:

1. Warm up and stretching should precede testing
2. Participant runs 300 meters at maximal level of effort. Time used to complete distance is recorded.
3. Participant should walk for 3-5 minutes immediately following test to cool down. This is an important safety practice.

Maximum Push-Ups

Purpose: This measures muscular endurance of the upper body (anterior deltoid, pectoralis major, triceps).

Procedure:

1. The hands are placed shoulder width apart, with fingers pointing forward. Some part of the hands must lie within a vertical line drawn from the outside edge of the shoulders to the floor. The administrator places one fist on the floor below the participant's chest (sternum).
2. Starting from the up position (arms fully extended with elbows locked, both hands and both feet only touching the floor), the participant must keep the back straight at all times and lower the body to the floor until the chest (sternum) touches the administrator's fist. The participant then returns to the up position with the elbows fully locked. This is one repetition.
3. Resting is permitted only in the up position. The back must remain straight during resting.
4. When the participant elects to stop or cannot continue, the total number of correct push-ups is recorded as the score. No time limit.

1.5 Mile Run

Purpose: The 1.5 mile run is a measure of aerobic power (cardiovascular endurance). The objective in the 1.5 mile run is to cover the distance as fast as possible.

Equipment:

1. Stopwatch
2. Indoor or outdoor track or another suitable flat running area measured to 1.5 miles.

3. Participants should not physically touch one another during the run, unless it is to render first aid.
4. Finish times should be called out and recorded.
5. Upon completion of the run, participants should cool down by walking for about 5 minutes to prevent venous pooling (i.e. pooling of the blood in the lower extremities which reduces the return of blood to the heart and may cause cardiac arrhythmia).

ILEA Exit Standards

Test	Standard
Vertical Jump	16 Inches
One Minute Sit-ups	29
300 Meter Run	71 Seconds
Maximum Push-ups	25
1.5 Mile Run	16 Minutes 28 Seconds