



**University of Texas at El Paso
Job Description**

Job Code: 16339
Job Title: Police Cadet
Department: Job may be available in different departments/divisions
Reports To: In accordance with specific departmental policies
FLSA Status: Non-Exempt
Prepared By: Human Resource Services
Creation / Revision Date: October 26, 2010/ April 9, 2015

Summary: Attends police officer academy and participates in on-the-job training to learn and enforce laws related to the protection of life and property; direct and control traffic; prevent crime or disturbance of peace; and arrest violators.

Note: The primary accountabilities below are intended to describe the general content of and requirements of this position and are not intended to be an exhaustive statement of duties. Incumbents may perform all or some of the primary accountabilities listed below. Specific tasks or responsibilities will be documented in the incumbents' performance objectives as outlined by the incumbents' immediate supervisor or manager. This position is security-sensitive and subject to Texas Education Code §51.215, which authorizes the employer to obtain criminal history record information. Must possess a valid driver's license issued by the State where the applicant resides and must be insurable as defined in the UT System BPM 16-05-02, as applicable to the performance of essential duties and responsibilities of the position.

Statement of Duties and Responsibilities:

Attends classes and maintains comprehensive notebooks and/or the e-tablet equivalent

Prepares research papers

Completes homework assignments

Participates in the physical training, firearms training, defensive tactics training programs, and practical problems

Demonstrate the following required abilities:

- Necessary strength and agility to subdue and restrain persons resisting arrest including the proper use of handcuffs

- Use of force options and other restraining devices

- Adequate hand, arm and upper body strength

- Ability to operate a handgun and/or shoulder weapon with either hand and qualify with same on a prescribed course

- Necessary agility and endurance to pursue violators on foot

- Ability to scale a reasonable barrier or obstruction while in foot pursuit of violators, to include running up and down flights of stairs

- Ability to remove an injured or unconscious person of reasonable size from an area of danger

- Ability to safely operate an automobile without the use of any specialized equipment peculiar only to the operator while utilizing the police radio and emergency equipment such as siren and emergency lights

Actively participates in classroom discussions and group projects

Complies with established rules and regulations governing The University of Texas System Police Academy

Complies with assignments and instructions given by the Director of Police of The University of Texas System and any members of the Academy staff or guest instructors

Complies with policies of respective component institutions relating to his or her status and attendance at the Academy

Adheres to The University of Texas System Police Code of Conduct and to the Rules and Regulations promulgated by the Board of Regents of The University of Texas System

Performs related duties as required.



Complies with all State and University policies.

Other duties may be assigned.

Supervisory Responsibilities: Carries out supervisory responsibilities in accordance with the organization's objectives, policies and applicable laws.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Minimum Education required: High school graduation or GED

Minimum Experience required: None

Must meet certain prerequisites established by the Office of the Director of Police, the Board of Regents, and the Texas Commission on Law Enforcement concerning age requirements and physical, mental, and educational standards. A copy of these prerequisites is available for review at each component police department and in the Office of the Director of Police of The University of Texas System.

Must successfully complete the UT System Police physical agility test as described in Office of the Director of Police/University of Texas System Police policy 402, "Physical Agility Test." Must possess a current Texas driver's license.

- Age requirements - Applicant must have reached his/her 21st birthday but not 45th birthday **ON DATE OF COMMISSIONING.**
- **Physical**
 - Visual Acuity – Maximum uncorrected visual acuity of 20/200 and correctable to 20/30.
 - Other Visual Factors – Applicants may be rejected for color deficiencies as determined by the Director of Police after examination by an approved ophthalmologist.
 - Hearing – Applicant must be able to hear ordinary conversation from at least fifteen (15) feet.
 - General Health – Applicant must obtain a physician's Statement of Release, pass the physical agility test and be capable of performing all police duties specified in the current job description.
- **Mental** – The applicant shall be examined by a psychiatrist or psychologist, selected by the institution police department. If the examiner is a psychologist, he/she must be licensed by the Texas State Board of Examiners of Psychologists. The psychiatrist or psychologist must be familiar with the police duties specified in the job description, must conduct the examination pursuant to professionally- recognized standards and methods, and must declare in writing that the applicant is in satisfactory psychological and emotion health to be a peace officer.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit, stand, walk, climb, reach, talk, listen, write and read. The employee is occasionally required to run, restrain individuals, and may be exposed to physical conflict.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Classroom conditions. Exposure to outside weather conditions during physical training, firearms training and exercises involving practical problems. Some outside training conducted during night hours.