



**POSITION OVERVIEW**

Working under the direction of the Tampa International Airport Police Captain of Special Operations, a Reserve Officer would perform unpaid volunteer law enforcement duties for the protection of Aviation Authority property, facilities, personnel and the general public. An ideal candidate would have certification and/or would looking to maintain their certification.

**POSITION ACCOUNTIBILITIES**

*Note: The following position responsibilities are illustrative and not exhaustive. The position description is not intended to be, nor should it be construed as an all-inclusive list of the duties associated with the position. Management may require incumbents to perform job duties other than those contained in this document at any time. Depending on assigned area of responsibility, incumbents in the position may perform one or more of the activities described below.*

- Enforces all Aviation Authority regulations, federal, state and local laws.
- Enforces traffic laws by observing, issuing citations and warnings and apprehending violators on Aviation Authority premises.
- Responds to calls and investigates problems, disturbances, traffic accidents, crimes, emergencies and other incidents; provides assistance and prepares related reports.
- Performs foot and vehicle patrols in assigned areas on Aviation Authority property to detect and monitor possible criminal activity and interrogates suspicious persons.
- Apprehends and arrests suspected law violators to ensure public safety.
- Testifies in court to provide an accurate account of investigation reports and findings.
- Provides information and assistance to the public.
- Administers Cardiopulmonary Resuscitation (CPR) and first aid as required and maintains certification current.
- Impounds abandoned or illegally parked vehicles, and vehicles used in the commission of crimes.
- Transports prisoners to detention or medical facilities.
- Maintains patrol car, weapons and other law enforcement equipment to ensure operational readiness.
- Operates communication equipment.
- Completes written reports and required forms in accordance with standard operating procedures and directives.
- Prepares and preserves evidence in accordance with directives to maintain chain of custody.
- Performs other related duties as required.
- Responsible for fulfilling minimum 24 hours of work per month; totaling 288 hours of work per year.
- Required to work special events during the year.

**MINIMUM QUALIFICATIONS**

- Graduation from high school or possession of a GED Certificate; and
- Age 19 years or older; and
- A United States Citizen; and
- Possession of a State of Florida Law Enforcement Certifications; and
- Possession of a valid State of Florida Driver License.
- Successful completion of polygraph examination
- Successful completion of psychological and physical exams
- Successful completion of pre-employment drug screen
- Successful completion of background investigation

**AND ONE OF THE FOLLOWING:**

Three years of experience as a federal, state, county, city or airport authority law enforcement officer. **Or** An Associate's degree; and Two years of experience as a federal, state, county, city or airport law enforcement officer.

Or An Associate's degree; and Successful completion of a State of Florida Criminal Justice Standards and Training Commission certified Police Academy.

### **JOB SPECIFIC COMPETENCIES**

- Working knowledge of crime detection, criminal investigation, accident investigations and court procedures.
- Working knowledge of civil and criminal laws, police and Aviation Authority rules, regulations and standard operating procedures.
- Working knowledge of traffic accident control measures and investigation methods and techniques.
- Skill in the use and care of firearms and other law enforcement related equipment.
- Skill in the use of communications equipment.
- Skill in administering CPR and first aid.
- Ability to make effective decisions calmly and quickly in emergency or hazardous situations.
- Ability to follow established procedures and pay close attention to detail.
- Ability to work effectively with others.
- Ability to communicate effectively both orally and in writing.
- Ability to prepare work related reports.
- Ability and willingness to work rotating shifts to include nights, weekends and holidays in a subtropical climate under adverse weather conditions.
- Ability to safely operate a motor vehicle.
- Ability to maintain confidential information.
- Ability to use a computer and related software.

### **TPA MISSION STATEMENT**

To be a major driver in the economic growth of the Tampa Bay Region. We will be leading edge innovators to create global access and extraordinary customer experiences through our people and facilities to build prosperity for our stakeholders and the region.

### **TPA VISION STATEMENT**

To be a vibrant aviation gateway for Tampa Bay, providing access and economic opportunity for our stakeholders.

***The Aviation Authority-Tampa International Airport provides equal employment opportunity to all persons, regardless of age, race, religion, color, national origin, sex, political affiliations, marital status, non-disqualifying physical or mental disability, age, sexual orientation, membership or non-membership in an employee organization, or on the basis of personal favoritism or other non-merit factors.***

***The Aviation Authority-Tampa International Airport welcomes and encourages applications from minorities, veterans, and persons with physical and mental disabilities, and will reasonably accommodate the needs of those persons in the application and testing process. The decision on granting reasonable accommodation requests will be on a case-by-case basis.***

Department:  
Pos. No:  
Pay Grade:  
Last update:

Police Department  
TBD  
Unpaid  
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