



City of El Paso Police Trainee

CLASS CODE	75410 GS 054	SALARY	\$23.97 Hourly
ESTABLISHED DATE	July 06, 2004	REVISION DATE	October 02, 2024

Minimum Qualifications

Education and Experience: High School Diploma or GED, and six (6) months of general work experience involving public contact; or at least two (2) years of full-time active military service with an honorable discharge.

Licenses and Certificates: Valid Texas Class "C" Driver's License or equivalent from another state by time of application. Basic Peace Officer License issued by the Texas Commission on Law Enforcement (TCOLE) upon completion of training.

Special Requirements: Must be a minimum of twenty-one (21) years of age by the date of graduation from the Academy. Must be a current U.S. Citizen* and reside within the U.S. Meet El Paso Police Department pre-appointment standards including a rigid background investigation and a comprehensive medical/psychological examination with drug screening. Applicants with prior military service may not currently have a dishonorable discharge or other discharge based on misconduct which bars future military service.

**Amendment to S.B. 252 relating to the licensing of certain veterans by the Texas Commission on Law Enforcement and the hiring of those veterans by political subdivision states:*

Sec. 1701.3095. LICENSING OF CERTAIN VETERANS WHO ARE LEGAL PERMANENT RESIDENTS. The commission is authorized to issue a license to a person who is a legal permanent resident of the United States if the person:

- (1) meets the requirements of this chapter and the commission's rules for the license;*
- (2) is an honorably discharged veteran of the armed forces of the United States with at least two years of service before discharge; and*
- (3) presents evidence satisfactory to the commission that the person has applied for United States citizenship.*

General Purpose

Under immediate supervision, learn general and specific state and local law enforcement policies, tactics and procedures to qualify for certification as a Texas Peace Officer.

Typical Duties

Participate in and complete police academy classroom and designated police command field training. Involves: Attend lectures and demonstrations, engage in practice sessions, read textbooks and instructional manuals, and prepare and submit study assignments about law enforcement, Texas penal and related codes, firearms and other weapons care and use, marksmanship, department requirements, policies and procedures, traffic laws and control,

arrest methods, two-way radio operation, defensive driving, safety and emergency response techniques, accident investigation, ethics, report writing, and community relations principles.

Engage in miscellaneous related public safety activities as required. Involves: Respond to emergency incidents as qualified to perform simple protective services and victim rescue tasks in accordance with specific instructions from the Training Chief. Participate in a rigorous daily physical training program.

Knowledge, Skills, and Abilities

- Application of some knowledge of customer service and public relations practices and procedures.
- Learn skills associated with basic peace officer work, including safe operation, care and wearing of a handgun, other designated weapons, allied law enforcement equipment, communications devices.
- Learn applicable local laws and ordinances, and department rules and regulations, including community-policing techniques.
- Learn safe operation and care of a network workstation or personal computer and allied hardware, and generic business productivity and specialized law enforcement software as required.
- Read and understand training materials.
- Perform basic mathematical operations.
- Follow verbal and written instruction.
- Meet academy dress, appearance and discipline standards.
- Establish and maintain effective working relationships with instructors and other trainees.
- Clearly and concisely communicate orally and in writing.
- Skillfully and safely operate and care for a motor vehicle.

Other Job Characteristics

- Perform specified daily strenuous physical development exercises.
- Successfully complete Academy written, physical and skills tests.
- Subject to being called at any time for emergency duties.
- Requires shift work.

Classification Status

(Resolution Item 50 07/07/04), (HR 01/27/09), (HR 10/15/09), (CC 07/29/12), (HR 3/16/16), (HR 4/25/16) (HR 6/28/17), (HR 11/10/17), (HR 02/22/19), (HR 10/17/19), (HR 05/22/22), (HR 09/11/22), (HR 03/12/23), (05/03/2023), (HR 09/10/2023), (HR 09/21/2023), (HR 09/08/2024), (HR 10/02/2024).

As provided under Classification and Compensation Ordinance 8064, Section 2.2, General purpose and typical duties summarized are only illustrative of work customarily assigned and performed. Typical requirements shown may be more specifically defined by additional job analysis.