



ROYAL GIBRALTAR POLICE

JOB SPECIFICATION

POST TITLE:	Police Constable – Area Response Team
DIVISION:	Operations
RESPONSIBLE:	Sergeant – Area Response Team
AIM OF JOB:	To perform the statutory role of Police Officer: to protect life and property, maintain order, prevent and detect crime and prosecute offenders against the peace.

POLICE CONSTABLES ARE REQUIRED TO:

- Gather and submit information that has the potential to support law enforcement objectives
- Provide an initial response to incidents
- Arrest, detain or report individuals
- Conduct priority and volume investigations
- Interview victims and witnesses in relation to priority and volume investigations
- Interview suspects in relation to priority and volume investigations
- Search individuals and their personal property
- Carry out systematic searches of vehicles, premises and open areas
- Manage conflict
- Provide initial support to victims, survivors and witnesses and assess their need for further support

In addition to the role requirements above the main functions of the post include:

DEALING WITH PEOPLE

- To provide a high quality of service to the community.
- Building and maintaining community relations including advice and support in areas such as crime prevention and personal safety.
- Dealing with members of the public and colleagues in calm, professional, non-judgmental, non-discriminatory manner, being mindful of diversity and integrity issues.

OPERATIONAL TASKS

- Conducting patrol duties.
- Attending road related incidents including collision scenes, vehicle check points and traffic offences.
- Perform traffic duties as and when required.
- Attending and giving evidence in court and at other hearings.
- Working as a competent team member, including wider co-operation with specialist departments.
- Carry out any other duties appropriate to the post as and when required.

ADMINISTRATION

- Completing administrative procedures.
- Preparing crime reports and presenting case files.
- Administering custody procedures as an arresting officer.
- Remain up to date with force orders, policies, procedures and laws and maintain knowledge of all legislative issues affecting the role.
- Must comply with Police Regulations, Standing Orders and the requirements of Data Protection.
- Maintain standards of professional practice.
- To prepare for and attend and Court proceedings and other hearings.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
Qualifications	No formal qualifications are required however candidates must successfully undertake a Police Entrance Exam.	5 GCSE or GCE 'O' Level passes at grades A, B, or C, 5 CSE grade 1, or 5 CEE grades 1, 2 or 3 or a combination of these, two of which must be English Language, Mathematics
Experience	Possesses work or other experience in community service and as a result has developed good customer focus.	Proven work experience in the field of community affairs and customer care including dealing with difficult/hostile customers. Problem-solving skills
Knowledge	Must be conversant with local current affairs	
Personal Effectiveness	<p>Able to demonstrate resilience by showing confidence to perform own role without unnecessary support in normal circumstances. Capable of acting in an appropriate way and controlling emotions.</p> <p>Able to take personal responsibility for own actions and for sorting out issues or problems that arise. Is focused on achieving results required standards and developing skills and knowledge.</p> <p>Has the ability to prioritise tasks, use time in the best possible way and work within appropriate policy and procedures.</p>	
Key Skills and Behaviours	<p>Speaks and writes fluently in English.</p> <p>Has a high sense of integrity, personal responsibility and effectiveness.</p> <p>Ability to work under pressure and displays emotional resilience.</p> <p>Has effective communication skills, including tact and diplomacy</p> <p>Has good literacy skills in order to accurately record details.</p> <p>Possesses a confident and calm disposition.</p> <p>Able to work effectively as a team member and help build relationships within a team. Actively helps and supports others to achieve team goals.</p> <p>Able to understand and be sensitive to social, cultural and racial differences.</p>	Speaks and writes fluently in Spanish.
Other Requirements	Willingness to work rostered shifts, weekends and public holidays, as and when the need arises.	
General Health	Candidates are expected to maintain good general health, undertake a Job Related Fitness Test attaining a minimum score of 5.4 on the beep test.	
Other	<p>An appointment is also subject to the following requirements:</p> <p>(a) Both fingerprints and a non-intimate sample for the purpose of obtaining the officer's DNA profile are to be supplied for a speculative test and for elimination purposes, and;</p> <p>(b) The officer is to submit to drug testing on a maximum of [two] occasions during the probationary period.</p> <p>A positive result with respect to (b) may result in the officer's dismissal.</p>	