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## Alabama State Port Authority Job Description

Job Title: **Port Police Officer I**

Job Class: **Corp**

Job Code: **20501906**

FLSA Status: **Non-Exempt**

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### Job Summary

Reporting to the Port Police Shift Supervisor, this position is responsible for monitoring traffic gates, patrolling terminals, checking for hazards and threats to life and property, and checking for theft and other related security breaches on Alabama State Port Authority properties.

### Essential Functions

(Duties may not include all duties listed below, nor do the examples cover all of the duties which may be performed.)

1. Works at traffic gates, directs cargo deliveries, and maintains registers of activities.
2. Inspects outgoing traffic to prevent unauthorized removal of cargo from property.
3. Patrols buildings, grounds, docks, and warehouses and maintains detailed patrol activity sheets.
4. Reports all possible threats and hazards.
5. Warns violators of rule infractions such as smoking, loitering, or carrying forbidden articles; detains or expels violators from the property.
6. Performs radio-desk operator duties when required.
7. Gathers information on any incident, accident, or property damage and writes reports that are complete, accurate, and concise.
8. Performs speeding and parking enforcement.
9. Responds to all unusual activities or events that require a police presence such as labor disputes, environmental activist issues, civil unrest, or natural disasters.
10. Assists in gathering information that could be used in investigations of criminal activities and disorder occurring on Alabama State Port Authority properties.
11. Assists State and Federal authorities as required.
12. Performs other duties as assigned.

### Supervisory Responsibility

None.

## Minimum Required Education and Experience

	Minimum	Focus Areas
<b>Education</b>	High school diploma	
<b>Experience</b>	None	

**Substitutions allowed for Education:** Indicated education required; no substitutions allowed.

**Substitutions allowed for Experience:** None

### Minimum Required Knowledge:

Must meet the requirements of the Alabama Peace Officers' Standards and Training Act.

Ability to stay calm in stressful or high-risk situations.

Ability to deescalate situations.

### Certification or Licensure Requirements

Must be certified by the Alabama Peace Officers Standards and Training Commission Academy or become certified within six months of employment.

Valid driver's license.

Must obtain TWIC authorization card.

Must be able to pass background check.

### Physical Requirements/ADA

Must be able to pass physical agility/ability test as required in the Alabama Peace Officers' Standards and Training Act.