



Police Constable Job Description

Job Title:	Police Constable		
Department:	Emergency Services	Section:	Royal Falkland Islands Police
Reports to:	Sergeant		
Job Purpose			
It is the duty of a Police Constable to: • Protect life and property • Preserve order • Prevent and detect crime • Reassure the community and act with integrity, fairness and respect. • To assist and support Her Majesty's Prison, Falkland Islands.			
Main Accountabilities:			
Operational Matters • Prevent and detect crime, preserve the peace and protect and serve the general public • Undertake community policing initiatives and develop an understanding of Falkland Islands culture • Carry out foot and mobile patrols • Report and investigate crime • Act as desk officer in a control room • Gather and report intelligence • Provide help and assistance to the general public • Supervise detained persons and act as custody officer if required • Receive telephone calls and emails in relation to general policing matters and take the appropriate action • Liaise with external agencies and utilise the JESIP principles when required. • Undertake specialist training as required (e.g. ABE (Achieving Best Evidence/Firearms/OST/TASER/tier 2 and 3 investigative interviewing). • To perform the role of tutor constable if required to student officers. • Attend in-house/external training • Work with variety of agencies and stakeholders to develop working relationships to aid joint working • Use the National Decision-making Model to aid decisions making • Respond and deal with a variety of emergency situations • Acceptable written and verbal communication skills • Use the policing plan to prioritise workload • Accept feedback and be able to learn lessons • Give evidence in court when required			



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Main Accountabilities: <i>(continued)</i>	
Administrative Matters • Take statements and be computer literate with an ability to type reports • Update relevant RFIP records. • Be able to generate incident logs, record data accurately and deploy resources. Risk assesses situations and update force wide incident logs. • Be aware of and use force policies and comply with legislation and standards of good practice • Be aware of RFIP and FIG policies on equal opportunities, health and safety and data protection, Demonstrate a commitment to a duty of care and take appropriate action to comply with health and safety requirements at all times. <i>The job description is not an exclusive or exhaustive definition of your duties. You shall undertake such additional or other duties as may reasonably be required by FIG commensurate with your role and grade.</i>	
Additional Information:	
The post holder will be expected to work during unsociable hours, including weekends and public holidays and work a designated shift pattern.	
Criminal Record Checks: This post is regarded as sensitive	
All applicants for Government posts will be asked to disclose previous convictions upon application. Criminal records will only be considered for recruitment purposes when the conviction record is relevant. Having an 'unspent' conviction will not necessarily bar a candidate from employment. This will depend on the circumstances and background to the offence(s). Any information given will be completely treated as confidential and will be considered only in relation to the post to which the application refers. Failure by a candidate to reveal information that is directly relevant to the post applied for could lead to the withdrawal of an offer of employment.	



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Person Specification:	Police Constable		
Criteria	Essential	Desirable	Assessment Method
Education and Qualifications:			
GCSE English and Mathematics (Grade C or above) - Candidates not in possession of these qualifications are invited to sit the RFIP Entrance Examination (60%+ pass mark), or candidates that have passed a recognized Initial Police entrance examination can be considered.	✓		A/I
The post holder must hold a full drivers license, (being able to drive both manual and automatic vehicles or be willing to pass the driving test within 6 months of appointment).	✓		A/I
Qualified as a Tutor Constable.		✓	A/I
Qualified as a Taser Operator.		✓	A
Knowledge, Skills & Experience:			
Minimum of 3 years satisfactory overseas policing experience (civilian police service or military) OR 12 months local policing experience (regular or reserves) with significant knowledge of the local environment and willingness/ability to undertake an initial police training course, locally or overseas.	✓		A/I
IT skills (Microsoft Office programmes Word, Excel, Access and Power Point) including good keyboard skills.	✓		A
Strong communication skills including the ability to speak, read and write English competently i.e. speaks clearly and concisely, and does not use jargon. Active listening skills are also a requirement.	✓		A/I/R
Experience of working effectively under your own initiative, as a member of a disciplined team and within unsettling situations.	✓		A/I/R
Good at providing a high level of service to customers i.e. maintains contact with customers works out what they need and responds to them in a timely manner.	✓		A/I/R
Good prioritisation and organisational skills.	✓		A/I/R
Ability to gather enough relevant information to understand specific issues and events.	✓		I/R



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Criteria	Essential	Desirable	Assessment Method
Knowledge, Skills & Experience:			
Keen observational skills, (an eye for detail).	✓		I
A methodical approach to work.	✓		I
Good problem solving and analytical skills.	✓		A
Experience of coordinating the activities of others to achieve a common goal.		✓	A/I/R
Good geographic knowledge of Stanley and the Falkland Islands.		✓	I
Knowledge of the RFIP organisation and structure, including its computer systems.		✓	I
A working knowledge of a second language e.g. Spanish.		✓	A
A working knowledge of the JESIP principles		✓	A/I
Personal Attributes:			
Works effectively as a team member and helps build relationships within it. Actively helps and supports others to achieve team goals.	✓		A/I/R
Takes personal responsibility for own actions and for sorting out issues or problems that arise i.e. is focused on achieving results to required standards and developing skills and knowledge.	✓		A/I
Understands other people's views and takes them into account, i.e. is tactful and diplomatic when dealing with people, treating them with dignity and respect at all times.	✓		A/I
Understands and is sensitive to social, cultural and racial differences.	✓		I
Sufficiently physically fit, to undertake and pass the RFIP fitness test.	✓		I
Able to cope with unpleasant and distressing situations.	✓		I
A flexible attitude for learning new techniques.	✓		A/I
Personnel Matters:			
- Will be required to maintain a high standard of discipline, attendance and appearance in uniform. - Maintain personal clothing and equipment items to a high standard. - Be willing to take lawful orders and carry out such tasks as directed. - Be willing to wear Police issue uniform.			

Method of assessment:

A - Application Form

I - Selection Interview

R - Reference