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## Police Officer

**Requisition Number:** 3921**Pay Rate:** Grade 10**Description:****Basic Function**

Under the supervision of a METRO police shift sergeant, protects METRO employees, property, and customers from criminal offenses, apprehends persons committing offenses against METRO, deters transit-related crimes through increased visibility and mobility; enforces federal and state statutes, and county and municipal ordinances within the METRO service area. Performs duties in a safe, efficient manner and in compliance with all applicable rules and safety procedures.

**Responsibilities and Specific Duties**

- Enforces federal and state statutes, and county and municipal ordinances within the METRO service area.
- Responds promptly and safely to calls for service from the Communications Section.
- Protects METRO employees, property, and patrons from criminal offenses.
- Patrols bus routes and light rail corridor, including boarding areas as assigned; conducts fare inspections/enforcement as assigned.
- Patrols all METRO owned facilities and other properties as assigned.

- Apprehends persons committing offenses associated with calls for service or investigations conducted, working in uniform or in plainclothes, as appropriate.
- Initiates actions to safely facilitate traffic mobility, such as directing traffic or removing road hazards.
- Conducts preliminary investigations of offenses committed within the METRO service area.
- Maintains evidence chain of custody pursuant to the arrest and processing of offenders.
- Ensures that all documentation is completed for the arrest and processing of offenders.
- Develops good working relationships with municipal, county, state, and federal law enforcement agencies.
- Patrols HOV and/or HOT lanes and diamond lanes; requests services of wreckers as required.
- Renders aid and remains on scene at accidents to maintain safety of motorists and others until appropriate response units arrive.
- Uses computers and appropriate software in office and police vehicle environments to enter daily activity data and prepare reports.
- Responsible for knowledge of and compliance with the policies and procedures of METRO and all General Orders, policies, procedures of the METRO Police Department.
- Provides excellent customer service to METRO internal and external customers.
- Promotes safety awareness and follows safety procedures to reduce or eliminate accidents.
- Performs other job-related duties as assigned.

### **Education Requirement**

High school diploma, a GED or a minimum of two years of active military service with a DD-214 Honorable Discharge

### **Years & Experience Required**

Must meet the training standards successfully in the first year of hire. Must be at least 21 years of age at hire.

### **Knowledge & Skills Required**

Possess valid TCOLE License and valid Texas Driver's License. Meet all criteria set forth in TCOLE rule 217.1, and Texas Occupational Code Section 1701.255. Be able to maintain and/or obtain additional certifications or licenses.

### **Additional Information**

A Motor Vehicle Record (MVR) check is required prior to the placement of any individual in a position that requires the operation of a METRO revenue or non-revenue vehicle on behalf of METRO:

**Disqualifying Criteria:**

Two or more DUI or DWI convictions with no time limit;

Any DUI or DWI convictions within the preceding three (3) years; invalid, suspended, or revoked drivers' license and no more than two (2) moving violations in the past three (3) years. No job related felony/misdemeanors. Criminal convictions are reviewed on a case by case basis and the job relatedness is determined by METRO.

The Metropolitan Transit Authority of Harris County, Texas has a zero tolerance drug and alcohol policy for all employees. All internal and external applicants will be required to undergo drug testing before employment and will be subject to further drug and/or alcohol testing throughout their employment.

Further, employees who perform safety-sensitive functions will submit to drug and/or alcohol testing in accordance to the Department of Transportation (DOT) and the Federal Transit Administration (FTA) regulatory requirements.

We provide equal opportunity to all qualified individuals regardless of race, color, religion, age, sex, national origin, veteran status, genetic information or disability.

Grade 10

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The Metropolitan Transit Authority of Harris County has a "zero tolerance" drug and alcohol program for all employees. All applicants will be required to undergo drug testing prior to employment and will be subject to further drug and/or alcohol testing throughout their employment. Employees who perform safety-sensitive functions must also submit to drug and/or alcohol testing in accordance with the Department of Transportation (DOT) and the Federal Transit Administration (FTA) regulatory requirements. We provide equal opportunity to all qualified individuals regardless of race, color, religion, age, sex, national origin, veteran status or disability. © 2022 Metropolitan Transit Authority of Harris County. All Rights Reserved.

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