

## **POLICE HELICOPTER PILOT**

### **JOB DESCRIPTION**

**Classification Responsibilities:** A Police Helicopter Pilot operates a rotary-wing aircraft (helicopter) to provide airborne surveillance in traffic or criminal enforcement operations. An employee in this class may operate a helicopter into and out of sparsely populated mountainous/desert terrain and heavily populated residential areas often under adverse weather conditions. Additional duties include: transporting police officers on assignment as observers during overt and covert airborne surveillance missions and while in pursuit of fleeing suspects or when searching for persons; making pre- and post-flight inspections to determine flight worthiness of aircraft; ensuring the safety and legality of flight operations; and maintaining aircraft flight time records. A Police Helicopter Pilot may be required to perform minor aircraft maintenance and assist with maintenance of the hangar area. This position is responsible for performing related duties as required.

**Distinguishing Features:** A Police Helicopter Pilot is assigned to the Police Department Air Support Unit and receives supervision from a Police Sergeant. The duties and responsibilities of this class are governed by Federal Aviation Administration (FAA) rules and regulations. An incumbent must be able to perform the duties of a commissioned peace officer enforcing the laws of the State of Arizona. The work requires considerable initiative and independent judgement in the flight operation of rotary aircraft. Police Helicopter Pilot is distinguished from Police Helicopter Pilot/Instructor by the latter's instructor duties and certification required. Work is subject to on-call and weekend assignments. This class is FLSA nonexempt.

### **QUALIFICATIONS**

**Minimum Qualification(s) Required.** Possession of a current Commercial Pilot Certificate, with a Rotorcraft-Helicopter rating; a minimum of 500 hours helicopter flight time, 100 hours in make and model, including 25 hours of dual instruction from an authorized Section Flight Instructor; and a minimum of three years law enforcement experience as a peace officer.

**Special Requirement(s).** Because of the confidential, sensitive nature of information handled, successful completion of a background investigation and polygraph is required. Must possess a valid Arizona Driver's License by hire date. Must be able to pass the FAA Class II medical examination. Must attain Arizona Peace Officer Standards and Training Board (AZ P.O.S.T.) certification within one year of hire date if current peace officer certification is from a different state. Candidates given a conditional job offer will be required to pass a psychological test battery and a drug screening.

**Substance Abuse Testing.** Due to the safety and/or security sensitive nature of this classification, individuals shall be subject to pre-employment or pre-placement alcohol, drug and/or controlled substance testing as outlined in City policy and procedures.

**Preferred/Desirable Qualification(s).** None.

## ESSENTIAL FUNCTIONS

**Communication:** Communicates with the general public, other City employees, and management in order to explain the duties and responsibilities of the helicopter program. Prepares written documents such as: daily flight operations, reports, log sheets, and police reports with clearly organized thoughts using proper sentence construction, punctuation, and grammar in order to be used for preparing court cases.

**Manual/Physical:** Operates a MD 500 helicopter requiring a Commercial Pilot's License. Inspects, monitors, and evaluates work-related conditions and police helicopters to determine compliance with prescribed operating, safety, and other standards, regulations, and guidelines including Federal Aviation Regulations (F.A.R.s) and departmental procedures. Distinguishes colors to be in compliance with F.A.R.s. Detects smoke within the aircraft cockpit. Detects warning devices when working around moving equipment or other warning signs while operating police helicopters. Maintains the ability to perform all duties of a Police Officer, including making forceful arrests and firing a weapon. Maintains the ability to meet work schedule requirements. Operates police vehicles requiring a standard Arizona Driver's License. Operates aircraft tow equipment to move aircraft in and out of the hangar area. Uses common hand tools such as a hammer, saw, screwdriver or other tools to make minor repairs on aircraft equipment and facilities. Operates a variety of standard office equipment such as a personal computer, adding machine or calculator to compile reports and log sheets. Enters data or information into a personal computer in order to provide statistics. Moves aircraft and supplies from one place to another using tow equipment and handcarts. Cleans work area and equipment such as police helicopters and the hangar facility. Works with cleaning fluids and aviation fuel using normal, routine, protective equipment to clean and refuel aircraft. Works at elevated levels up to a maximum of 12,000 feet while performing police helicopter patrol missions.

**Mental:** Resolves operational and other work-related problems related specifically to aircraft operations. Performs mathematical calculations associated with aircraft operations as directed by F.A.R.'s. Comprehends and makes inferences from written materials such as FAA publications, notices, and departmental operations orders to safely perform flight operations. Understands and interprets visual aids such as maps and navigation charts to perform flight operations.

### **Knowledge/Skills/Abilities:**

Knowledge of:

FAA visual flight regulations;  
rotary-wing aircraft; and  
aircraft operation and related subjects including navigation, weather, communications, and instrumentation.

Skill in:

operation of rotary-wing aircraft under adverse weather conditions over mountainous terrain;  
law enforcement procedures; and  
two-way radio communication.

Ability to:

work under stress;  
pilot aircraft safely to destinations;  
cope with the psychological and physiological pressures of hazardous flight operations;  
function as a peace officer;  
operate a personal computer to enter or retrieve data; and  
establish and maintain effective working relationships.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

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CS4329.DOCX

PAY GRADE: 49

EEO-PSW

NDOT Safety-Yes

Security-Yes

NDOT Random-Yes

DOT Safety-No

CDL-No

RESP-No

IND-7425

JOB FCTN-PUB

SWORN-Yes

INCREMENTS 62-200