



**Duties and Responsibilities (continued)**

- Maintains proper logs, reports, and forms recording circumstances in detail surrounding non-routine occurrences and investigations affecting airport security, safety, or environmental conditions.
- Performs related duties as required.

**Technical Skills**

Knowledge of:  
 Practices and methods used in enforcing safety programs.  
 The laws, ordinances, rules, and regulations governing the maintenance of law and order, including those related to arrest and evidence.  
 Modern police practices and methods.  
 First aid principles and skill in their application.

Ability to:  
 Understand, deliver and/or carry-out complex written and oral instructions.  
 Communicate clearly in writing and speech.  
 Analyze situations and adopt a quick and efficient course of action that is to include making logical decisions under pressure.  
 Maintain mental alertness and good observation skills.  
 Maintain professional bearing as determined by neatness and overall grooming.  
 Observe situations analytically and objectively and to record them clearly and completely.  
 React quickly and calmly in emergencies.  
 Enforce laws, ordinances, regulations, and airport safety rules with firmness, tact, and impartiality.  
 Recognize unsafe or hazardous conditions relating to airport runways, taxiways, aprons, roadways, and terminal facilities and report hazards immediately.

Skill in:  
 The care and use of firearms.

**Education and Experience**

Accredited Bachelor's degree and three (3) years supervisory experience as a certified law enforcement officer.

OR

High school graduation and seven (7) years experience as a certified law enforcement officer, with three (3) of those years being supervisory experience.

**Certificates/ Licenses/Special Requirements**

- Must be at least 21 years of age.
- Must pass a physical examination as prescribed by the City
- Must be eligible to obtain a special police commission as issued by the Kansas City, Missouri Police Department, Board of Police Commissioners.
- Must possess a valid State-issued driver's license in accordance with City of KCMO policies.
- Will be required to pass a preemployment drug screen and psychiatric evaluation.
- Must pass a background check as prescribed by the City.
- Must possess a Missouri POST A Certification

**Supervisory Responsibility**

Supervision is exercised over assigned airport police personnel.

**Supervision Received**

Work is performed under the general supervision of the Airport Police Chief.

Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.

**Created**

1/95

**Revised**

2/02, 9/06, 8/2022, 7/2023 , 01/2024, 03/2025, 04/2026

