

Beach Patrol Officer

GENERAL STATEMENT OF DUTIES

Beach Patrol Officers are responsible for patrolling the beach and surrounding areas during the spring and summer to ensure the enforcement of beach and parking regulations all while ensuring citizens and visitors remain safe while enjoying the natural beauty of Edisto Beach.

DUTIES, FUNCTIONS AND RESPONSIBILITIES

Essential duties and functions, pursuant to the Americans with Disabilities Act, may include the following. Other related duties may be assigned.

1. Patrol the beach and beach access parking areas for violations of beach and parking regulations.
 2. Provide information to persons within the community regarding beach, parking, and other regulations as required.
 3. Assist in picking-up trash, tagging and removing abandoned property, filling in holes on beach, and conducting maintenance on beach signage.
 4. Assist the turtle patrol regarding turtle nests.
 5. Respond to public's requests for assistance.
 6. Notify law enforcement about refusals to comply with ordinances concerning the beach and beach accesses.
 7. Assist in location of missing persons.
 8. Assist law enforcement officers when requested.
 9. Operate various types of ATVs (All Terrain Vehicles) on the beach and roadways.
 10. Perform daily maintenance on ATVs and equipment.
 11. Perform medical first response duties when applicable.
 12. Maintain and record accurate incident information.
 13. Testifies in court when necessary.
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KNOWLEDGE, SKILLS AND ABILITIES

Must possess required knowledge, skills and abilities and experience to be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.

1. Thorough knowledge of Town operations, policies and procedures.
2. Ability to operate an ATV safely.
3. Ability to interact with the general public and staff in a courteous and diplomatic manner.
4. Ability to communicate effectively with others.
5. Ability to understand and follow oral and /or written policies, procedures and instructions.
6. Ability to prepare and present accurate and reliable reports containing findings and recommendations.
7. Integrity, ingenuity, and inventiveness in the performance of assigned duties.
8. Ability to build and maintain an effective working relationship with fellow officers.
9. Ability to use good judgment in making decisions in conformance with laws, regulations, and policies.
10. Ability to express ideas effectively orally and in writing.
11. Ability to promote the Town of Edisto Beach in a positive manner.

12. Ability to work in a variety of weather conditions with exposure to the elements.
13. Ability to work safely without presenting a direct threat to self or others.

MINIMUM REQUIREMENTS

MINIMUM EDUCATIONAL REQUIREMENTS.

- High School Diploma or GED (or College Degree and/or Transcript).

MINIMUM EXPERIENCE REQUIREMENTS.

- Medical training and CPR Certification are a plus.

MINIMUM LICENSE REQUIREMENTS.

- Valid South Carolina Driver's License or ability to secure South Carolina Driver's License upon employment.

PHYSICAL REQUIREMENTS

- Must possess sufficient manual dexterity to operate an ATV.
- Must be able to sit for extended periods of time.
- Ability to lift and carry items weighing in excess of 25 lbs.

WORK ENVIRONMENT

- Works in outside in all weather conditions and may be exposed to extreme heat, rain and vibration. The noise level is usually moderate and constant.