

COMMONWEALTH PORTS AUTHORITY
Position Description

PORTS POLICE OFFICER II- SIA

Code 706

Nature of Work

Responsible for performing specific law enforcement procedure or activities as directed by supervisors at the Saipan International Airport and the Port of Saipan which shall include compliance with applicable local, federal (FAR 107), FAA standards and Maritime regulations.

The employee in this class is responsible for performing specific functions of the Ports Police including compliance with federal regulations) which governs the airport and seaport security program at CPA.

Examples of Duties (Illustrative)

1. Performs a wide range of law enforcement activities and procedures.
2. Applies proper security techniques and procedures.
3. Enforces CPA policies and regulations, local and federal laws.
4. Performs routine security tasks on a daily basis, i.e. inspection of airport/seaport facilities and perimeter, commuter and main terminal building complex areas, vehicle parking lot areas and applies approved security procedures on persons whose actions violate airport rules and regulations, federal or local laws.
5. Responds to crisis, terrorist threats, irregular incidents or emergency situations in accordance with emergency response plan and FAA/Maritime standards and procedures.
6. Carries out activities and assignments based on special qualifications, departmental capabilities, or resources.
7. Follow Ports Police performance standards and written instructions or procedures for non-routine security work.
8. Complies with work requirements including FAA/Maritime standards, local ordinances and OSHA regulations; attends training sessions or classes on difficult security functions or new equipment.
9. Participates in emergency response drills.
10. Attends Ports Police training programs.
11. Applies theories and security techniques necessary to effectively carry out the airport security program and operation.
12. Applies approved safety procedures regarding uses and handling of weapons, i.e. fire arms, clubs, mace.
13. Performs other related duties as assigned.

Minimum Requirements of Work

1. Knowledge of specific functions of the Ports Police Department.
2. Knowledge of CPA procedures.

Code 706 continuation

3. In depth knowledge of approved theories, principles and techniques of Ports Police.
4. In depth knowledge of local ordinances and FAR Part 107 which governs airport security program.
5. Ability to apply principles and theories of Ports Police.
6. Ability to direct assignments to subordinates.
7. Ability to communicate effectively.
8. Ability to establish and maintain a cooperative relationship with the public, supervisors, Ports Police officers and other personnel.

Minimum Qualifications

Any combination equivalent to graduation from high school (or G.E.D.) and a certificate in Police Science is desirable from an accredited U.S. college or university with no less than two (2) years of progressively responsible experience in airport/seaport security or law enforcement programs. Must be certified for fire arms and deputized as law officer. Must not be over the age of 35 for new hires in accordance with the Age Discrimination in Employment Amendments of 1996.

Shall have no felony or criminal conviction.

Pay Range

Pay Level: 10
Minimum: \$901.38 bi-weekly or \$11.27 per hour (PL10/1).
Maximum: \$1,541.67bi-weekly or \$19.27per hour (PL10/12).

Adopted by CPA Board on October 25, 1995.
Revised and adopted by CPA Board on February 19, 1999.
Revised and adopted by CPA Board on December 21, 2016.
Revised and adopted by CPA Board on March 29, 2022

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last updated: 1/99