

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ▼
HUMAN RESOURCES ENTERPRISE
SPECIAL AGENT 1

DEFINITION

Performs enforcement duties as defined in the Code of Iowa and the rules/regulations promulgated by the Iowa Racing and Gaming Commission as a state peace officer in Iowa casinos; performs related work as required.

This job classification is *not* part of a series.

Work Examples and Competencies listed are for illustrative purposes only and not intended to be the primary basis for position classification decisions.

WORK EXAMPLES

Enforces criminal laws; identifies, detains, and processes wanted individuals; advises the Miranda Warning when applicable, questions and observes suspects and witnesses; collects, preserves and accurately records evidence and information obtained; serves arrest warrants and takes individuals into custody as required by the court and/or Iowa Code; assists other police agencies as required or directed.

Provides for scheduled DCI presence at Iowa casinos during most hours of operation as required by 99F.10 (4).

Provides regulatory enforcement of casino operations and conducts surveillance coverage approvals, table/card/dice inspections, and surveillance system inspections to ensure compliance with the Code of Iowa, rules established by the Iowa Racing and Gaming Commission, and internal controls of casino operations.

Prepares and testifies in court to present the facts surrounding any civil, regulatory, criminal or departmental action.

Assures compliance with the proper type of licensing and conducts thorough background investigations of all individuals employed in riverboat gaming.

Prepares Division of Criminal Investigation Incident Reports, Investigative Communiques, and/or Case Reports regarding investigations and activities associated with responsibilities.

Reviews security and surveillance reports for violations of Chapter 99F of the Iowa Code, and any violations of the rules established by the Racing and Gaming Commission. ; prepares and disseminates reports to the appropriate County Attorney or staff of the Iowa Racing and Gaming Commission on any violations found.

COMPETENCIES REQUIRED

Knowledge of the crimes and violations of the state code and the knowledge of governing statutes and laws, and of state and federal court decisions such as : arrests with and without warrants; searches incident to arrest; protective searches; searches with a warrant; seizure and admissibility of evidence; seizure of real and personal property.

Knowledge of the Code of Iowa, especially those sections pertinent to Chapter 99 (excursion boat gaming) portions of Chapter 123 as they pertain to the consumption and sale of alcoholic liquor and beer, portions of Chapter 124 – controlled substances, portions of Chapter 708 – assault, portions of 714 – theft, portions of 715 – forgery, portions of 716 – damage and trespass to property, chapter 719 – obstructing justice, 725 – vice, and others as applicable during the course of duty.

Knowledge of the rules and regulations of the Iowa Racing and Gaming Commission.

Knowledge of the procedures and techniques of general law enforcement activities such as: arrest and search of individuals; conducting interviews and interrogations; protecting crime scenes; testifying in court, and conducting surveillance.

Knowledge of all issued radio equipment and operational procedures.

Knowledge of evidence and contraband, and how it should be preserved, identified, and transported.

Ability to control emotionally charged situations with/without cooperation of individuals.

Ability to maintain and demonstrate proficiency in defensive tactics to defend self/others from injury or harm.

Ability to demonstrate annual proficiency with issued firearms.

Ability to meet and maintain Department's physical fitness requirements.

Ability to run, climb and jump over obstacles; drag, pull or lift heavy objects or persons to safety.

Ability to operate vehicle under emergency conditions and under all types of weather and road conditions.

Ability to acquire and maintain proficiency in first aid techniques and emergency medical care.

Ability to use deadly force if necessary.

Ability to deal effectively with people from all socioeconomic backgrounds.

Ability to detect, through visual sighting and use of testing procedures and equipment, a person who is under the influence of alcohol or drugs.

Ability to conduct a lawful search following search and seizure procedures.

Ability to formulate positive, understandable, professional, written communications, reports and documents.

Skill in the use of issued tactical weapons including: handguns, long guns, baton, OC spray, etc. with proficiency to qualify under state peace officer standards.

Ability to determine reasonable and appropriate actions, weighing possible alternatives, considering consequences or outcomes of various actions.

Ability to use discretion during job performance.

Ability to understand behavior patterns of people and to identify suspicious behavior.

Ability to communicate both verbally and non-verbally in a confident manner.

Ability to maintain self-discipline, and remain objective and professional under physical and verbal abuse, and in emotionally stressful situations.

Ability to work all shifts, extended hours, weekend and holidays.

Ability to make decisions and react appropriately in a dangerous or stressful situation.

Ability to restrain individuals taken into custody.

Displays high standards of ethical conduct. Refrains from dishonest behavior.

Works and communicates with clients and customers providing quality professional service.

Displays a high level of initiative, effort, attention to detail and commitment by completing assignments efficiently with minimal supervision.

Follows policy, cooperates with supervisors and aligns behavior with the goals of the organization.

Fosters and facilitates cooperation, pride, trust, group identity and team spirit throughout the organization.

Exchanges information with individuals or groups effectively listening and responds appropriately.

EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS

Graduation from high school or GED and at least 22 years old at the time of academy graduation.

NOTE:

All applicants must be eligible for enrollment in the Iowa Law Enforcement Academy training program. Screening for the Academy includes:

- a) Thorough background investigation and evaluation (including fingerprint searches) for arrest and conviction records that indicate an individual could not serve effectively as a peace officer.
- b) Physical examination to assure that an individual is free from conditions which might adversely affect the performance of his/her duties (drug screens included) will be given post offer.
- c) Physical agility test.
- d) Vision exam requiring uncorrected vision of not less than 20/100 in each eye, correctable to 20/20 in each eye will be given post offer.
- e) Normal color vision, as prescribed by Iowa Law Enforcement Academy rules. Color vision is determined by the American Optical Company, Pseudo-Isochromatic Plates test and requires correct identification of 10 out of the 14 test plates will be given post offer.
- f) Normal unaided hearing with a loss not exceeding twenty-five (25) decibels in either ear at 1,000, 2,000 and 3,000 cycles will be given post offer.
- g) Reading comprehension, word meaning and psychological exams (to include a psychological interview) to determine that the individual meets the minimum standards for mental fitness required for a law enforcement officer.
- h) Oral Board and polygraph review.
- i) Possession of a valid Iowa drivers license.
- j) Not opposed by reason of conscience or belief to the use of force, when necessary to fulfill the duties of the job.

All applicants must be United States citizens, but need not be Iowa residents at the time of application. Iowa residence is required at time of employment.

Applicants must successfully complete and graduate from the Departmental Academy.

NOTE:

Positions in this class are exempt from the screening and referral requirements of the Iowa Department of Administrative Services – Human Resources Enterprise. Apply directly to the Department of Public Safety.

Effective Date: CH 12/10