CLASS TITLE: Captain (Police)

CHARACTERISTICS OF THE CLASS: Under general direction, has responsibility for a major unit of operation, supervises and performs specialized, technical and/or confidential work in the office or field; and performs related duties as required.

EXAMPLES OF DUTIES: Has responsibility for the administration of the procedure outlined for operation of recruit police academy; supervises and directs investigations of crimes involving the use and selling of narcotics and sex crimes; has responsibility for efficient operation of central complaint room; coordinates activities of traffic personnel and training, public safety education and specialized traffic training; has responsibility for administration of planning; administers traffic field services including accident investigation; enforcement of patrol, parking control and congestion in various areas; has responsibility for administration of the special investigations.

Meets public in person and by telephone, listens to grievances, gives information and advises on City Code and other regulations; interprets departmental rules, regulations and policies to subordinates; directs safe-keeping of prisoners; cooperates with county, state and federal law enforcement agencies in apprehension and detention of wanted persons, criminals and other matters of mutual interest; advises and assists subordinate police officers in law enforcement investigations, and personally participates in more difficult cases.

DESIRABLE MINIMUM QUALIFICATIONS:

Training and Experience. Career Service status as a Police Officer supplemented by at least seven years of progressively responsible police experience three years of which must have been as a Lieutenant; or an equivalent combination of training and experience.

Knowledge, Abilities and Skill. Thorough knowledge of the principles, practices and methods of modern police administration, organization and operation, including identification and investigation. Thorough knowledge of the operating procedures of police department and limitations upon departmental authority. Considerable knowledge of municipal, state and federal criminal and related laws, ordinances and codes.

Ability to plan, organize, assign, supervise and inspect the work of subordinates. Ability to establish and maintain effective working relationships with other public officials, departmental members and general public. Ability to observe analytically and objectively and to record clearly and completely. Ability to react quickly and calmly in emergencies. Ability to exercise unusually good judgment in evaluating situations and in making decisions.

Exceptional skill in the application of modern principles and practices utilized in police work and in the use and care of pertinent tools, equipment and facilities.

April, 1988