

POLICE CAPTAIN - 4280

GENERAL DEFINITION AND CONDITIONS OF WORK:

Performs difficult professional and intermediate administrative work supervising a division(s) of the police department; does related work as required. Work is performed under general supervision. Supervision is exercised over subordinate personnel.

This is light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects; work requires crouching, reaching, standing, lifting, fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for depth perception, color perception, night vision, peripheral vision, use of measuring devices, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise and hazards. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective equipment.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Supervising and participating in general police patrol, support services or investigative operations; investigating criminal activity; directing training; responding to emergency police situations; preparing and maintaining appropriate files; preparing reports.

Plans, organizes and directs the operation of a major division(s) in the Police Department;

Instructs subordinate personnel as to work assignments and procedures;

Provides technical advice to subordinates on the solution of difficult or unusual cases or incidents;

Investigates cases of criminal violations, makes arrests, testifies in court and issues traffic citations;

Receives complaints or reports of emergencies, determines need for action and directs or assists subordinates in handling difficult problems;

Questions victims, witnesses and suspects; gathers and preserves evidence, conducts surveillance, takes photographs and sketches crime scenes;

Participates in selection, training and promotion of personnel; schedules required tests and interviews;

Purchases departmental equipment, uniforms and supplies;

Prepares and maintains detailed reports and files; develops informants for purposes of gathering intelligence; undertakes special assignments as directed;

Evaluates work of subordinates;

Maintains liaison with other agencies and works jointly on mutual problems;

Identifies training needs, develops and instructs training programs;

Assists in planning department programs and operating procedures; enforces department regulations and procedures;

Acts as Police Chief when required;

Maintains reasonable and predictable attendance;

Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Comprehensive knowledge of approved principles, practices and procedures of police work; comprehensive knowledge of pertinent federal and state laws and municipal ordinances; ability to assign, direct, supervise and evaluate the work of subordinate officers; ability to analyze complex police problems and to adopt effective and reasonable courses of action with due regard to surrounding hazards and circumstances; ability to establish and maintain effective working relationships with law enforcement agencies, associates and the general public; ability to prepare and present detailed reports; ability to communicate ideas effectively both orally and in writing.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from an accredited community college with major course work in criminal justice or related field and extensive police experience including considerable supervisory experience.

SPECIAL REQUIREMENTS:

Possession of an appropriate driver's license valid in the State of North Carolina. Must meet and maintain minimum training requirements for the position established by the department and the State of North Carolina.