

POLICE CAPTAIN

(Promotional)

DISTINGUISHING FEATURES OF THE CLASS

This is a supervisory class of police work involving supervision of subordinates, communications system operation and routine police work.

He is also to be Assistant Chief of Police and to take charge in absence of the Chief. He acts independently while performing regular routine duties but may receive specific instruction on new assignments and make oral or written reports to his superiors.

He must have worked on the police force to obtain rank through regular promotional procedure.

EXAMPLES OF WORK

Note: This class may not include all duties listed nor do listed duties include all the duties to be found in this class.

Assigns subordinate officers to their duties and performs inspections in compliance with departmental rules;

Transmits orders to subordinates in person or by means of the station communication system;

Checks subordinates in performance of their duties and offers suggestions and assistance on performance of these duties.

Report any breach of duty to his superior.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Good knowledge of modern approved principles and practices of law enforcement.

Good knowledge of laws and ordinances governing police work.

Ability and willingness to get along with other employees and to deal courteously but firmly with the public.

Ability to drive an automobile and operate communications system and to use skill and sound discretion in the use of firearms.

QUALIFICATION REQUIREMENTS

Must be a regular and permanent employee of next lower class.

Must be of good physical condition to perform the duties of this class.

Must successfully pass a Civil Service examination testing aptitude for beginning work in the class.