

POLICE LIEUTENANT

(Promotional Class)

GENERAL STATEMENT OF DUTIES

This is responsible line police work involving both supervisory and non-supervisory duties. Employees of this class may instruct, supervise, and assist subordinate police officers involved in traffic control and accident investigation, general patrol work, and other assigned department duties. They also personally perform records-keeping, criminal investigation, and related duties as assigned.

EXAMPLES OF WORK

Examples listed below are illustrative only and are not intended to be inclusive or exclusive.

Supervises subordinate police officers engaged in traffic control, traffic accident investigation, general patrol, and other duties assigned, offering advice and assistance as needed; assigns tasks to subordinates and reviews their work, making periodic reports on such to supervisors.

Provides informal instruction in police methods, procedures, and policies to subordinate officers.

Assists in the investigation of all major crimes, personally performing or supervising subordinates performing duties such as finding, identifying, and preserving evidence, interviewing or interrogating victims and witnesses, searching for additional data to lead to arrest of suspects, etc.; makes arrests; testifies in court when required.

Supervises or assists in the investigation of all minor crimes, missing, persons, missing property, etc.

Performs duties necessary for the care of prisoners or for the maintenance of the jail facility such as arranging for transportation of prisoners, supervising booking, arranging for food and medical care, and maintaining security.

Supervises all department activities relating to juveniles; cooperates with other organizations and civic groups assisting juveniles.

Keeps all records and completes all reports relating to assigned activities.

Performs related duties as assigned.

QUALIFICATION REQUIREMENTS

Unless otherwise stated, all requirements must be met before admission to examination.

Must meet all requirements of The Municipal Fire and Police Civil Service Law.

Must be a regular and permanent employee in good standing in the class of Sergeant for one (1) year.

After offer of promotion, but before beginning work in this class plan, must pass a medical examination prepared and administered by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

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| WE | 05-11-76 |
| Rev | 11-24-76 |
| | 03-24-77 |
| | 05-13-80 |
| | 09-14-93 |
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