

**SERGEANT**

(Promotional Class)

**DISTINGUISHING FEATURES OF THE CLASS**

This is experienced and supervisory police work consisting of patrolling the city and supervising the activities of subordinates performing similar duties.

An employee of this class is responsible for patrolling the entire city in a police automobile and gives supervision and offers assistance to other officers as indicated. Work is reviewed by oral or written reports and by the personal observation of higher ranking officers.

**EXAMPLES OF WORK**

(NOTE: Any one position of this class may not include all duties listed, nor do listed examples include all duties which may be found in positions of this class.)

Patrols the city alone or with a subordinate officer and makes reports by radio or telephone to headquarters;

Checks subordinate officers in the wearing of their uniforms and the performance of their duties and gives supervision, makes suggestions, or offers assistance as required;

Checks automobile accidents, takes steps to keep other motorists and bystanders out of danger, supervises or conducts the investigation of accidents and the removal of injured to hospitals;

Directs traffic to reduce or eliminate congested traffic conditions;

Enforces motor vehicle laws and ordinances and parking ordinances;

Checks vehicles and licenses to regain stolen automobiles and for wanted persons, investigates vehicles parked illegally, abandoned, or under suspicious circumstances;

Offers informational aid and assistance to motorists and the general public;

Reports any breach of duty or inefficiency to a superior officer;

Makes daily reports as required;

Makes arrests as required by law;

Performs other related duties as assigned, required, or indicated.

#### **QUALIFICATION REQUIREMENTS**

Must be a regular and permanent employee in good standing in the class of Police Officer for 2 years. (Time to be computed from date of confirmation as Police Officer.)

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;

Must successfully pass a civil service examination testing aptitude for beginning work in this class.

WE	12-07-67
Rev	05-11-76
	11-24-76
	03-24-77
	09-14-93
	01-10-95