

POLICE CAPTAIN

DEFINITION

This employee is responsible for the protection of life and property of the citizens of the city. This employee is a shift supervisor and is under the direct supervision of the Chief of Police. The employee is expected to perform his or her duties according to state laws, city ordinances and the policies and procedures of the police department. Instructions to the employee are somewhat general but many aspects of the work follow standardized guidelines. However, the employee is frequently required to use independent judgement in order to complete tasks.

EQUIPMENT/JOB LOCATION

The employee will operate a variety of equipment including firearms, radio and communications equipment, police vehicles, radar, drug test kit, computer, and fingerprinting and emergency equipment.

The demands of this position can be stressful both mentally and physically. The employee may be required to run, jump, bend, climb, crawl, squat, lift and carry heavy objects. The employee will work both indoors and outdoors with the possibility of being exposed to adverse weather conditions and hazardous or extremely dangerous situations.

ESSENTIAL FUNCTIONS OF THE JOB

Patrols, by foot or motor vehicle, the streets of the city, places of business, and residential districts enforcing city ordinances and state laws.

Investigates suspected crimes, reports findings, and arrests suspected individuals.

Investigates accidents involving persons or property, reports probable cause of accidents, and pursues appropriate course of action.

Answers dispatched calls.

Coordinates the activities of a shift of personnel, including officers and dispatchers.

ADDITIONAL EXAMPLES OF WORK PERFORMED

Assists the Chief of Police in administration of the department.

Appraises work of personnel and working conditions and takes necessary steps to improve police operations in cooperation and coordination with the Chief of Police.

Cooperates with county, state, and federal officers in the apprehension and detention of wanted persons and with other city departments where activities of the police department are involved.

Works to provide formal and in-service training programs for personnel as directed by the Chief of Police.

Testifies in court and legal proceedings.

Keeps records and prepares reports.

Assists police officers in preparation for court, legal proceedings and report

documentation.

May provide animal control services.

May provide emergency first aid.

Provides specialized instruction and makes presentations to school classrooms, community groups, and others.

Performs other duties as assigned.

REQUIRED KNOWLEDGE AND ABILITIES

Knowledge of the principles and practices of modern police organization, operations, and administration.

Knowledge of the practices, methods and equipment used in crime investigations and the identification and preservation of physical evidence.

The use of police records and their application to police administration and solution of police problems.

Knowledge of modern supervisory practices and procedures.

The geographic area of the City.

City ordinances, state and federal laws.

Ability to establish and maintain effective working relationships with other city officials, county, state and federal authorities, civic leaders and the public. Public contact is frequent.

Prepare and effectively present oral and written information relating to the activities of the department.

React quickly and calmly in emergency situations and to determine the proper course of action.

Explain and interpret pertinent provisions of laws, ordinances and regulations.

QUALIFICATIONS

Must possess a valid Tennessee driver's license.

Any combination of training and experience equivalent to:

Graduation from a accredited high school.

Completion of basic police training courses and at least 2 years experience in police work, some of which must have been in a responsible administrative and/or supervisory capacity.

Must meet the Minimum Standards POST Law (TCA 38-112-106).