

POLICE LIEUTENANT

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under general supervision, to supervise a patrol shift or a section of a major work unit of the Police Department; and to perform related duties as assigned.

EXAMPLES OF DUTIES - *Examples of duties performed by employees in this class may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.*

Plans, directs, supervises, manages and participates in the activities of a patrol squad or a specialized detail or unit such as, but not limited to, NETWORK, Field Evidence Collection; front counter operations; Public Service Officers, Primary Response Team, General and Special Investigations, canine deployment and traffic enforcement; manages resource deployment in assigned geographic area of the City; represents the department on various City and community committees; manages resources to solve community public safety issues; participates as a member of the department management team; manages organizational innovation in response to community public safety concerns; provides leadership to instill organizational vision, mission and values in subordinates; exercises staff authority over all subordinate personnel both sworn and non-sworn; assigns personnel to patrol, traffic and investigative tasks to assure the most effective utilization of available resources; supervises enforcement of laws and ordinances, investigation of crimes, gathering of evidence and interrogation of witnesses and suspects; personally conducts and/or supervises investigations; informs appropriate staff members of serious incidents or problems as needed; assigns and reviews work, reports actions taken by subordinates and is responsible for coordinating actions taken with other work units; reviews bookings; develops and conducts in-service training programs; coordinates with the Training Unit for special training; may be required to inspect or oversee the inspection of bars, cafes and other places likely to have disturbances; as assigned, makes presentations to civic organizations and schools; oversees community problem solving efforts; recommends disciplinary action and processes grievances; prepares correspondence, other completed staff work or reports as assigned; assists in budget preparation and administration; develops and implements departmental policies; evaluates, documents, and guides the performance of first-line supervisors; serves for temporary periods in the role of division commander during the absence of the captain; and may conduct special studies of department functions.

MINIMUM QUALIFICATIONS

Knowledge of:

- Law enforcement, police investigation and crime prevention principles, methods and techniques, and community policing;
- Principles and practices of police management and supervision;

- Policies, rules and regulations of the Police Department;
- Federal, State and local laws and ordinances pertaining to the apprehension, arrest and prosecution of persons, and the rules of search, seizure and evidence;
- Patrol, traffic investigation, technical support services and other specialized police operations;
- Employee training and development;
- Socio-economic characteristics of the community;
- Public and press relations;
- Budget preparation and control; and
- Principles, techniques and practices of Employee Relations.

Ability to:

- Analyze complex police problems;
- Plan, organize and direct the work of a patrol squad, specialized detail or unit;
- Establish effective working relationships with other City officials, the general public and officials of other law enforcement agencies at all levels of government; and
- Prepare and present effective oral and written reports and communications

Experience and Training Qualifications

Experience: Six years of experience as a full-time peace officer with a California law enforcement agency including at least one year as a Police Sergeant with the Oceanside Police Department.

Training and Education: Possess or be eligible for Advanced POST Certificate. Graduation from an accredited college or university with a Bachelor's degree.

License or Certificates: Possession of valid California driver's license.

Special Requirements: Must successfully complete a medical examination, background investigation, polygraph examination and psychological evaluation; and must be willing to work rotating shifts, weekends and holidays.

WORKING CONDITIONS

Environmental Conditions: Although a Police Lieutenant may be called upon to effect an arrest, provide assistance to additional officers in effecting an arrest, or respond in an emergency situation, the Police Lieutenant's primary working condition is an office environment.

Physical Conditions: Essential and marginal functions may require maintaining physical condition necessary for moderate or light lifting; sitting or standing for prolonged periods of time.