

POLICE CAPTAIN

Definition

Under direction, plans, organizes and directs police operations in a policing district within the Field Operations Division of the Fresno Police Department and performs law enforcement duties in the protection of life and property.

Distinguishing Characteristics

A Police Captain supervises and directs the day-to-day activities of police personnel in one of the City's policing districts. This class differs from Police Lieutenant in that incumbents of that class may be in charge of a single bureau, direct special activities in a unit of a bureau or serve as a Field Commander. It differs from Deputy Police Chief in that incumbents of that class have continuing, overall responsibility for a division in the Police Department. A Police Captain will assume full command responsibility for the operations of a division in the absence of a Deputy Police Chief.

Typical Duties

(May include but are not limited to the following)

Plans, organizes and directs the operation of major units of police work concerned with the protection of life and property, the prevention and investigation of juvenile and adult crime, control and regulation of traffic and solving of community problems.

Approves field inspections and investigations, notifies superior officers of emergency conditions and assumes command at the scene of emergencies.

Reviews bureau operations and the conduct of assigned personnel and recommends appropriate action.

Enforces rules, regulations and general orders.

Reviews and evaluates correspondence, information and evidence received and determines needed action.

Assigns personnel, develops district objectives and transmits instructions to officers and staff.

Prepares correspondence and makes recommendations to higher ranking officers.

Consults and cooperates with other law enforcement officials.

Performs related duties as required.

Knowledge, Skills, Abilities

(The following are a representative sample of the KSA's necessary to perform essential duties of the class)

Knowledge of modern administrative, management, budgeting and operating principles.

Knowledge of modern law enforcement, crime prevention and problem solving techniques.

Knowledge of pertinent federal, state and municipal laws and ordinances.

Knowledge of criminal law, laws of arrest and the powers and limitations of peace officers.

Knowledge of accepted, modern personnel practices and records.

Ability to assign and direct a large group of sworn, technical and clerical personnel.

Ability to evaluate requests for police aid and to make rapid and accurate decisions.

Ability to conduct studies and investigations.

Ability to prepare reports and make recommendations.

Ability to assume responsibility in times of emergency.

Ability to establish and maintain effective working and public relationships.

Minimum Qualifications

Permanent status and current appointment with three years of continuous service as a Police Lieutenant with the Fresno Police Department; graduation from an accredited college or university with a Bachelor's Degree in Criminology, Business Administration, Public Administration or related field.

Special Requirement(s)

Possession of a valid California Driver's License is required and maintain license during the entire term of employment in the job class.

APPROVED: _____
Director

DATE: _____