

## **City of Escalon POLICE SERGEANT**

### **DEFINITION**

Under direction of the Chief of Police, this position supervises subordinate sworn and non-sworn law enforcement personnel; performs law enforcement and crime prevention work; promotes community oriented policing philosophies and performs other duties as required.

Employees in this classification are distinguished from other law enforcement positions by providing first line supervision in addition to patrol and other police activities. Work is performed independently to accomplish goals of the department.

**EXAMPLES OF DUTIES:** Perform a variety of work in the office and in the field including, but not limited to:

- Schedule and assign shifts to other sworn regular and reserve law enforcement personnel.
- Supervise, assist, and direct other sworn and non-sworn personnel in carrying out their assignments.
- Supervise field training officer duties.
- Maintain various records including those for payroll, training, vacation, sick leave, and overtime.
- Develop resources for providing in-service training courses and be responsible for their administration, including quarterly firearms training.
- Perform periodic personnel evaluations of subordinates, and as necessary, internal investigations of alleged misconduct.
- Patrol the city, respond to radio calls for assistance or investigation, apprehend and question suspects and otherwise carry out the duties and responsibilities of a senior law enforcement officer and front line supervisor.

### **QUALIFICATIONS**

Knowledge of:

- Principles and practices of supervision and training.
- Modern police methods and procedures, including patrol, crime prevention, and traffic control.
- Criminal law, with particular emphasis on apprehension, arrest, and custody of persons accused of misdemeanors and felonies.
- Rules of evidence pertaining to search and seizure and the preservation and presentation of evidence in Court.
- Criminal investigation techniques and procedures, including crime scene investigation, interrogation, fingerprinting and photography.
- Recent Court decisions on arrest procedures and the handling of suspects and prisoners
- Use and care of firearms.

Ability to:

- Provide leadership to other sworn and non-sworn personnel.
- Schedule, organize, direct and supervise the work activities of subordinates.
- Subscribe to and incorporate the philosophy of community oriented policing.
- Gather, assemble, analyze, and evaluate facts and evidence.
- Draw logical conclusions from information and make proper recommendations.
- Interpret and apply laws and regulations.
- Analyze situations quickly and accurately, and take effective courses of action.
- Prepare clear, concise, and comprehensive written reports.
- Establish and maintain cooperative relationships with those contacted during the course of work.

**EDUCATION AND EXPERIENCE**

Any combination of education, training and experience which is likely to provide the required knowledge and abilities would be accepted for employment. A typical background would be:

At least five (5) years of full-time police officer experience in a P.O.S.T. certified law enforcement agency and two-year college degree; or

Three (3) years of full-time police officer experience in a P.O.S.T. certified law enforcement agency and a four-year college degree.

**SPECIAL REQUIREMENTS**

- Possession of a valid California Driver's license.
- Ability to work rotated shift assignments, weekends, nights and holidays.
- P.O.S.T. Intermediate Certificate.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit, talk, hear, walk, stoop, bend, lift and/or move up to 50 to 75 pounds; use hands and fingers to handle or feel objects, tools or controls; reach with hands and arms. Specific vision abilities required by this job include close and faraway vision and the ability to adjust focus.