



# Lieutenant, Public Safety

Salary Group: C05

Class Code: 9941

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>
SERGEANT, PUBLIC SAFETY	9940	C04
<b>LIEUTENANT, PUBLIC SAFETY</b>	<b>9941</b>	<b>C05</b>
CAPTAIN, PUBLIC SAFETY	9942	C06
ASSISTANT COMMANDER, PUBLIC SAFETY	9943	C07
COMMANDER, PUBLIC SAFETY	9944	C08
MAJOR, PUBLIC SAFETY	9945	C08

## GENERAL DESCRIPTION

Performs public safety supervisory work. Work involves overseeing staff engaged in enforcement, regulatory, licensing, inspections, investigations, staff services, security, or safety education work. Supervises the work of others. Works under limited supervision, with considerable latitude for the use of initiative and independent judgment.

## EXAMPLES OF WORK PERFORMED

Oversees staff engaged in the enforcement of federal and state laws and regulations.

Oversees the administration of warrant and safety responsibility activities.

Oversees the operations and maintenance of a motor vehicle fleet.

Answers inquiries pertaining to legal, policy, or procedural information; and maintains and promotes public relations with the general public and various entities.

Conducts or oversees criminal and administrative investigations.

Confers with local law enforcement agencies, court officials, and state officials concerning department activities.

Develops and administers training programs.

Develops program goals and objectives in accordance with management objectives; develops and approves schedules, priorities, and standards for achieving goals; and directs program evaluation activities.

Develops program guidelines, procedures, policies, rules, and regulations.

Plans, organizes, and supervises departmental activities.

Plans and conducts line inspections as needed and when directed.

Prepares reports, briefs, and summaries of department activities.

Provides guidance and direction to staff on policies, procedures, rules, and regulations.

Provides information to various organizations and groups interested in crime prevention and personal safety.

Receives reports of incidents, complaints, or infractions; conducts investigations; prepares reports; and recommends appropriate actions.

Coordinates and organizes riot control activities.

Serves as chair of District Disaster Committee in subdistrict.

Supervises the work of others.

Performs related work as assigned.

## **GENERAL QUALIFICATION GUIDELINES**

### **EXPERIENCE AND EDUCATION**

Graduation from the Department of Public Safety Training Academy. Satisfactory service in the career progression position immediately preceding the position of Lieutenant. Graduation from an accredited four-year college or university with major coursework in criminal justice, corrections, criminology, police science, or a related field is generally preferred. Experience and education may be substituted for one another.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of management and administrative principles, techniques, and methodologies; of departmental goals, objectives, rules, regulations, policies, and procedures; of police methods; of traffic and criminal laws and regulations; of investigative methods and practices and admissibility of evidence; of federal and state safety rules and regulations; and of court systems and procedures.

Skill in interviewing, mentoring, and coaching techniques; and in using a computer and applicable software.

Ability to use and care for firearms, radar and radio equipment, and breath test instruments; to use physical and defensive tactics; to administer first aid; to conduct investigations; to prepare reports; to communicate effectively; and to supervise the work of others.

### **REGISTRATION, CERTIFICATION, OR LICENSURE**

Must be certified as a Texas peace officer by the Texas Commission on Law Enforcement. Must possess a valid driver's license.