



Captain, Public Safety

Salary Group: C06

Class Code: 9942

| <u>CLASS TITLE</u> | <u>CLASS CODE</u> | <u>SALARY GROUP</u> |
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| SERGEANT, PUBLIC SAFETY | 9940 | C04 |
| LIEUTENANT, PUBLIC SAFETY | 9941 | C05 |
| 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 and coordinating activities related to enforcement, regulatory, licensing, inspections, investigations, staff services, security, or safety education work. Supervises the work of others. Works under minimal supervision, with considerable latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Oversees, conducts, and evaluates training programs.

Oversees, directs, and coordinates investigative and enforcement activities.

Oversees, coordinates, and reviews the work of staff in collecting, evaluating, and reporting criminal and special investigative data.

Oversees, conducts, and monitors criminal and administrative investigations.

Plans, organizes, and supervises departmental activities.

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

Conducts research, analysis, and correlation of records; and prepares briefs, summaries, and special reports.

Determines methods and procedures by which to carry out departmental directives and prepares plans for the accomplishment of departmental objectives.

Monitors and controls allocated budgetary funds, expenditures, and reporting procedures.

Proposes and modifies departmental policies and procedures.

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

Serves as chair of the District Disaster Committee, and on special and standing boards and committees as assigned.

Assists in the preparation of the annual budget.

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 Captain. 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 criminal investigative principles, techniques, and methodologies; of management and administrative principles, techniques, and methodologies; of departmental goals, objectives, rules, regulations, policies, and procedures; of federal and state statutes, rules, and regulations pertaining to law enforcement activities; and of criminal and civil court proceedings and rules of evidence.

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

Ability to prepare reports; 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 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.