

## POLICE LIEUTENANT

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision of the Police Chief, the incumbent of this position assumes command and directs the operations of a town, village or City (Rye or Peekskill) Police Department during an assigned shift, and supervises its operation according to established procedures and policies. An incumbent must be able to and must maintain the ability to carry a firearm. Supervision is exercised over a substantial number of subordinate level police officers and the incumbent may assume the duties of Police Chief in his/her absence. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Directs and monitors the activities of patrol forces and headquarters staff during an assigned shift;

Assigns tasks to subordinates, and reviews operations;

Gives instructions to subordinate officers as to methods of correcting faults;

Directs raids and makes arrests;

Directs police activities at riots, serious crimes, fires or unusual disorders;

Investigates crimes where unusual and/or difficult law enforcement problems are likely to occur;

Prepares or oversees the preparation of complex federal and state clerical reports of the activities of the police department;

Investigates complaints regarding departmental policies and methods;

Uses computer applications such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of modern principles and practices of police work; thorough knowledge of controlling laws and ordinances; thorough knowledge of the geography of the town, village, or city; ability to instruct and direct subordinate officers; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; ability to read, write, understand and communicate in English sufficiently to perform the essential duties of the position; skill in the use of firearms; familiarity with the operation of radio; ability to deal courteously but firmly with the general public; good judgment; good powers of observation; tact; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Eligibility for promotion may be restricted to the next lower rank or ranks:

If open to Sergeant: 1 year of permanent service as a Sergeant.

If open to entire Department: 5 years of permanent service as a Police Officer.

Towns & Villages  
Cities of Rye & Peekskill  
J. C.: Competitive  
1h

Job Class Code: 0132