



Patrick Giddeons
Chief of Police

Warsaw Police Department

**128 W. Bay St
Warsaw, NC 28398**



(910) 293-7816
Non-Emergency Phone

Job Posting Police Captain ***Open Until Filled***

REPRESENTATIVE DUTIES

The following duties are typical for this classification. The Captain of Operations may be required to perform additional or different duties from those set forth below to address department needs and changing agency practices.

- 1) Assume management responsibility for the day-to-day operation, services, and activities of the Patrol and Investigative Divisions.
- 2) Plan, direct, coordinate, and review the work plan for Patrol; assign work activities, projects, and programs; review and evaluate work products, methods, and procedures; meet with staff to identify and resolve problems.
- 3) Select, train, motivate, and evaluate patrol personnel; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline procedures.
- 4) Lead patrol functions such as saturations, check points, and shift meetings. Be available to work patrol shifts where needed due to staffing shortages. Assist patrol with calls as needed to allow officers to attend court, training, etc.
- 5) Ensure that equipment, vehicles, and supplies are purchased, received, inventoried, and distributed in an effective manner and consistent with department policy.
- 6) Respond to major incidents and assume role as Incident Commander as needed for the situation.
- 7) Serve as the liaison for community functions; participate with community relations; coordinate special community programs.
- 8) Develop and maintain lines of communication and cooperation with peers in surrounding local, state, and federal agencies; coordinate joint operations with outside agencies; mitigate conflicts with other departments or agencies.
- 9) Conduct performance evaluations, oversee patrol programs, and evaluate policy and procedure compliance as appropriate.
- 10) Attend and participate in professional group meetings; maintain awareness of new trends and developments in the field of law enforcement; incorporate new developments as appropriate.
- 11) Respond to and resolve difficult and sensitive citizen inquiries and complaints; direct and conduct internal affairs investigations and provide for follow-up investigation of complaints as necessary.
- 12) Assume responsibility of the Police Department as directed by the Chief of Police.

Education, Training, and Experience Guidelines - *Any combination of education and experience that would likely provide the required knowledge, skills, and abilities for a Police Captain as deemed qualifying by the Chief of Police.*

Education/Experience:

A minimum education of a High School Diploma, though an Associate's degree/Bachelor's degree from an accredited college or university with major course work in criminal justice, political science, behavioral science, business or public administration is preferred.

A minimum of five years law enforcement experience, though eight or more years is preferred. Experience in a supervisory role- particularly one that involved giving performance evaluations, conducting internal investigations, and giving corrective instruction through an administrative capacity- is preferred.

Preferred Certification and Training qualifications:

Recipient of the Advanced Law Enforcement Certificate

Possession of a valid General Instructor Certificate/Specialized Instructor Certificate

Possession of a valid SMI (radar) Certificate

Possession of a valid Intox EC/IR II certification

Field Training Officer

First Line Supervision

Interview and Interrogation

Crime Scene Investigation

Police Law Institute

Narcotics Investigations

DWI Detection and SFST

Interdiction Training

Drug Recognition Expert

Crisis Intervention Training

GHSP Agency Representative

Other Knowledge, Skills, and Abilities:

Management/Supervision classes

Proficiency with Microsoft Word, Power Point, and Excel

Spanish-speaking fluency

Civic organization and professional memberships

Salary

Salary is dependent on qualifications.

To apply, send a resume and letter of intent to Chief Giddeons at: chief@townofwarsawnc.com