

JOB TITLE: POLICE CAPTAIN (Salaried - Exempt)

ACCOUNTABILITY: Under the direction of the Chief of Police.

JOB SUMMARY: Enforces State and Federal statutes and City ordinances for the prevention of crime; maintains law and order within the City of Seward; assists in the management, direction and coordination of the programs and activities of the administration, patrol, investigation and public relations function within the Police Department.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Serves as second in command of the Police Department; assumes management/supervisory responsibilities of department in Chief of Police absence; assists in: development and implementation of goals, objectives, policies and procedures, and priorities for assigned programs; budget preparation; training and motivation of personnel and programs; preparation and conducting performance evaluations; planning, direction and coordinating department work plan; major incident scenes; grant applications; serves as liaison with other city departments; provides staff assistance to the Chief of Police; conducts a variety of organization studies; supervises accidents involving police department vehicles; evaluates training programs for department personnel; coordinates assigned activities with other City departments; administrative support to the Chief of Police; regular and reliable attendance; other duties as assigned.

SKILLS AND ABILITIES: Ability to: perform all duties associated with police work, including foot patrol, parking patrol, bike patrol, surveillance enforcement and physical apprehension of law violators; operate all specialized communications equipment to include broadcasting messages; qualify with all standard issue police department firearms per Nebraska Law Enforcement Training Center standard; meet or exceed Nebraska Law Enforcement Training Center physical standards for basic recruits; remain seated for extended periods of time on patrol; get in and out of, and operate standard police patrol vehicles; maintain favorable working relationships with city officials and officials of other jurisdictions and the general public; work varied shifts, hours, holidays; work under adverse weather conditions (heat-cold-snow-rain) while performing duties and services; knowledge of the hazards and safety precautions applicable to the work.

MINIMUM REQUIREMENTS: Current Nebraska Law Enforcement Training Center Certification including Supervision and Management certifications; experience with various computer programs and their application to law enforcement functions; seven years of law enforcement experience including three years of supervision, management and municipal law enforcement; advanced courses of police techniques and administration; Bachelor's Degree in Criminal Justice or related field; or any equivalent combination of experience and training; possession of a valid driver's license; pass vision and physical exam determining fitness for sworn duty.

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