



Classification and Qualification Standards

Police Lieutenant

MANAGER ROLE

Career Series: Police	Job Code: 17115 Grade: F	Date Established: 7/01/2001	FLSA Category: NON-EXEMPT
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JOB SUMMARY

Under administrative direction, the first level managerial classification has decision making authority and independence, within the limits established by department policy. This position plans, directs, and implements department programs, as assigned, and is responsible for interpreting and applying department policy. This classification requires extensive knowledge of police procedures and techniques, criminal investigation procedures and techniques, state and federal laws, policies, and procedures related to law enforcement, employee training and development, and supervisory principles and techniques in order to enforce laws and provide management oversight to ensure the safety of the campus and community.

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Supervises department personnel to ensure compliance with laws, standards, policies, and procedures. Prepares employee performance evaluations.
2. Plans, assigns, and reviews work, evaluates performance, recommends disciplinary action, and provides training and special instruction to personnel.
3. Assists in development and implementation of policies and procedures.
4. Performs a variety of routine and non-routine administrative duties, as assigned.
5. Represents the department and University in internal and external settings, as assigned.
6. Performs law enforcement duties, including but not limited to, enforcing laws, rules, regulations, issuing citations, making arrests, and conducting investigations.
7. Plans and coordinates police support for special events, as assigned.
8. Performs other duties as assigned.

Worker Characteristics (knowledge, skills & abilities to perform the job duties)

Knowledge of police procedures and techniques; criminal investigation procedures and techniques; state and federal regulations, policies, and procedures related to law enforcement; employee training and development; and supervisory principles and techniques. Skill in operation of firearms and police equipment. Ability to handle sensitive contacts with students, University employees, and public; review and write technical reports; and demonstrate physical fitness and agility.

Minimum education & experience required (including training, registration & licensure)

Requires Ohio Peace Officer Training Council basic peace officer certification. Minimum of four (4) years' police experience, with at least two (2) of them at Ohio University. Candidates must possess a documented work history of positive job performance. Advanced training in police supervision and management, and a college degree, are preferred.

This job specification describes the general nature and level of work being performed by people assigned to this classification. Employees may perform some or all of these duties. Examples listed do not preclude the performance of other duties similar in nature or in level of complexity.

