

TITLE: CHIEF OF DISTRICT PATROL
38766

CODE:

GENERAL DESCRIPTION:

This is very responsible District patrol management work involving the protection of District facilities and natural resources.

Work involves responsibility for the enforcement of laws and regulations by the public on District property. Duties include the assignment and supervision of special police officers through intermediate supervisors. This position also has the responsibility for making administrative decisions as well as police emergency decisions involving public safety. This work requires that the employee have considerable knowledge, skill and ability in administration of law and regulation enforcement.

SUPERVISION RECEIVED:

Works under the direction of the Director of Plants and Maintenance.

EXAMPLES OF DUTIES:

Schedules, assigns, directs and evaluates employees in a small patrol group, including the assignment to shifts and areas.

Prepares reports, completes forms and compiles information on completed work assignments and employee effort, including special reports on enforcement activity, major incidents and enforcement problems.

Drafts the unit budget and controls and accounts for expenditures within fund allocations.

Trains and counsels. Administers union contract language and oral warnings and recommends higher level discipline. Assists in employee selection. Assures safe work practices.

Coordinates activities on a short and long term basis to assure personnel, materials and equipment necessary for projects and objectives.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Considerable knowledge of the administration of law and regulation enforcement program as applied to a large geographical areas of natural resources, processing facilities and recreational facilities.

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Good knowledge of public administration principles and practices as applied to a patrol work unit.

Good ability to communicate orally and in writing and to coordinate technical law enforcement and regulation enforcement activities with other law enforcement agencies.

Good ability to administer policies and procedures including scheduling, budgetary work, day-to-day problem solving and report writing.

Good ability to lead a work group directly and through assistant.

Considerable ability to establish and maintain effective working relationships with coworkers, other law enforcement officials and agencies.

QUALIFICATIONS:

A bachelors degree from a recognized college of university in law enforcement administration plus eight years of progressively responsible law enforcement or patrol experience including at least four years in a supervisory capacity, or an equivalent combination of education and qualifying experience substituting, on a year-for-year basis.

SPECIAL REQUIREMENTS:

Must be a State of Connecticut Police Academy graduate.

Must have a valid driver's license.