

Pinellas County Sheriff's Office

"Leading The Way For A Safer Pinellas"



CAPTAIN

JOB CODE: 20020	PAY GRADE: 331	PAY RANGE: \$112,484
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GENERAL DESCRIPTION

Under the administrative direction of the Chief Deputy or a Bureau Commander, performs advanced administrative, supervisory and technical law enforcement work of considerable difficulty, exercising command of and/or directing the activities of a specifically assigned specialized unit. Work involves extensive responsibility for utilizing independent judgment and individual initiative in the interpretation of orders, policies, procedures, rules and regulations in making decisions concerning complex police and technical problems and in leading subordinate members in routine and emergency situations. Work is reviewed by a higher authority through review and analysis of reports, records and periodic staff conferences for conformity in the attainment of desired objectives and results. Performs other work as requested.

This position requires that the member be certified by the Florida Criminal Justice Standards and Training Commission in compliance with Chapter 943 F.S.S as well as meet the minimum vision requirement of 20/30 corrected, in each eye.

The duties and responsibilities in this position include the pursuit, apprehension and arrest of law violators or suspected law violators.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Supervises, directs and coordinates, through subordinate officers, the various law enforcement functions and administrative activities; supervises all members assigned to the division (area) of command;
- Evaluates the effectiveness of the operations of the assigned division (area) of command to ensure compliance and adherence to established work method procedures, policies and rules and regulations; initiates corrective action and/or disciplinary measures as indicated to ensure conformity;
- Assigns manpower as needed; prepares a budget; responds to citizen complaints;
- Supervises major cases, special and emergency situations, assuming charge of police activities on the scene and develops and modifies operation plans covering such emergencies;
- Assists in the training of personnel;
- Performs other related duties as assigned;

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- Participates in Sheriff's Office recruitment and community relations activities as directed.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of modern police administration principles, practices and techniques; general police procedures, and crime detection
- Knowledge of the State Statutes, laws, ordinances and regulations effective in the County
- Knowledge of the powers, duties, functions, jurisdiction and responsibilities of the Sheriff's Office
- Knowledge of the political, social and economic structure of Pinellas County, the social importance of law enforcement work; the geography of the County, its incorporated areas and the general roadway network
- Knowledge of the procedures, policies, practices, rules and regulations of the Sheriff's Office
- Ability to plan, assign, supervise and review the work of a large number of members directly and through subordinate officers
- Ability to observe situations analytically and objectively and to express oneself clearly, concisely and effectively, orally and in written reports
- Ability to react quickly and calmly and to direct and coordinate the work of subordinates in an emergency
- Ability to interpret the objectives of law enforcement functions to subordinates and to the public
- Ability to enforce the laws firmly, tactfully and impartially, and deal harmoniously with employees and the general public
- Ability to receive orders from superiors and transmit them to subordinates in a firm and tactful manner
- Ability to perform all functions of the job classification without posing a direct threat to the health or safety of other individuals in the workplace.

This list of functions, duties, responsibilities, and skills is not intended to be all-inclusive and the employer reserves the right to assign additional functions and responsibilities as deemed necessary.