



FORREST CITY POLICE DEPARTMENT
225 NO. ROSSER ST. FORREST CITY, ARKANSAS 72335
OFFICE: (870) 633-3434 FAX: (870) 261-1421

******JOB ANNOUNCEMENT******

*Applications accepted at the Arkansas Workforce *
3105 N. Washington St. Forrest City, AR 72335
(870) 633-2900

April 30, 2019

The Forrest City Police Department is now accepting applications for Patrol Lieutenant. The position will remain open until filled.

Lieutenant

General Purpose:

Performs a variety of routine and complex public safety work in the performance and administration of police department functions. Supervises police patrol, investigation, traffic regulation, and related law enforcement activities.

Desired Minimum Qualifications:

- Minimum of seven (7) years' work experience as a fully commissioned police officer, three (3) of which will have been in the supervisory position.
- Must hold, or qualify for, an Intermediate Certificate (or higher level) issued by the Arkansas Commission on Law Enforcement Standards and Training.
- An equivalent combination of education and experience.
- Training in police sciences, law enforcement, criminal justice administration, public administration, or closely related field, a plus.

Essential Duties and Responsibilities:

- Supervise police sergeants, police officers and support staff in their assigned duties.
- Supervise the scheduling and coordinating of shift assignments.
- Review a variety of police related reports prepared by subordinate officers and others.
- Evaluate officers' arrests based on circumstances and evidence to determine proper courses of action.
- Make plans and decisions concerning tactical matters such as equipment to be used for particular operations or the detailed plans needed for preliminary investigations.

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- Develop new approaches to investigate problems.
- Determine methods of deployment of personnel during emergency responses.
- Conduct periodic performance evaluation and planning sessions for assigned personnel.
- Counsel assigned personnel job performance and disciplinary matters and reports them to the Chief of Police.
- Carry out duties in conformance with Federal, State, County, and City laws and ordinances.
- Prepare necessary reports to document activity and productivity of his or her assigned unit.
- Monitor and observe patrol or investigate activities to ensure that conduct and performance conforms to department standards.
- Assume responsibility for actions and activities of personnel under his or her command.
- Shall respond to dispatched runs when all other available patrol units are busy.
- Perform all other duties and assignments as directed by the Chief of Police.