



**CITY OF LONG BEACH
CLASSIFICATION SPECIFICATION**

TITLE: POLICE SERGEANT

DEFINITION: Under general supervision, supervises an assigned squad or detail of police and civilian personnel engaged in the various phases of law enforcement work.

EXAMPLES OF DUTIES:

- Assigns, supervises and instructs subordinate officers on an assigned shift or special detail;
- Ensures compliance with proper work procedures, departmental rules and regulations and safety regulations;
- Performs initial and follow-up investigations of crimes;
- Does surveillance work in the detection and prevention of crime;
- Responds to emergency calls in an assigned area or as directed;
- Assists in the apprehension and arrest of law violators;
- Conducts investigations, gathers evidence and questions suspects;
- Prepares evidence for court presentation and may testify in court;
- Reviews reports of subordinates and prepares reports for higher ranking officers;
- As a desk sergeant, receives complaints, dispatches police personnel, authorizes bookings and releases, and supervises assigned office and clerical personnel;
- May supervise a functional unit or unit watch in the absence of a superior officer;
- May be assigned to special duty involving technical rather than supervisory responsibility;
- Keeps records;
- Performs other related duties as required.

MINIMUM REQUIREMENTS:

Three years of experience as a permanent Patrolman in the Long Beach Police Department. (College credits in administration, supervision and Police Science courses are desirable.)

A satisfactory annual efficiency rating.

A valid motor vehicle operator license.

HISTORY:

Approval/Adoption Dates: 03/05/73