



# COUNTY OF NYE

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## CLASS TITLE: LIEUTENANT

### BASIC FUNCTION:

Under direction, provides supervision of law enforcement personnel, in an assigned area and performs administrative duties as needed in overseeing reports, paperwork, correspondence and employee performance and other related work as required.

**REPRESENTATIVE DUTIES:** *(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the representative duties).*

1. Supervises subordinates in law enforcement operations and provides briefing and direction regarding overall operations.
2. Performs administrative duties in preparing purchasing requests, reports and records, and reviews reports submitted by subordinates.
3. Performs patrol duties in the inspection and supervision of subordinate law enforcement personnel.
4. Works as a public relations liaison with the community to provide communications and input from citizens in law enforcement matters.
5. Conducts evaluation of staffing and scheduling for field operations.
6. Assumes responsibility for the maintenance of the evidence locker.
7. Receives and responds to complaints from the public.

### EDUCATION AND EXPERIENCE:

Any combination of training, education, and experience that would provide the required knowledge and abilities. A typical way to gain the required knowledge and ability is: graduation from high school or a G.E.D. equivalency and/or work experience directly related to the duties and responsibilities of the class.

**Mandatory Certification:** Employees in this class must be certified by the Peace Officers' Standards and Training (POST) Committee per NRS 289.550 or successfully complete POST training within one (1) year of date of hire.

### LICENSES:

Valid Nevada Class C driver's license.

### WORK DIRECTION, LEAD AND SUPERVISORY RESPONSIBILITIES:

Sergeants, deputies, dispatchers, detention deputies, animal control officer.

### CONTACTS:

Co-workers, other law enforcement agencies, general public, vendors, district attorney's office, judges, prisoners, news media.

**PHYSICAL EFFORT:**

The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job

Normal law enforcement patrol and administrative duties—lifting and subduing citizens.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

**WORKING CONDITIONS:**

Work is performed under the following conditions: Law enforcement environment—subject to injury due to law enforcement activities.