



INTERNAL POSITION OPENING*

Police Lieutenant

CLOSING DATE: January 12, 2015 by 5:00 PM

STARTING SALARY: \$61,285 - \$85,799/year, depending on qualifications

PAY GRADE: Grade 19

STATUS: Full-time with full benefits (health, dental, vision, life, retirement, etc.)

DEPARTMENT: Police Department

JOB SUMMARY: Under direction of the Chief of Police and Deputy Chief of Police, performs a variety of **technical administrative and supervisory tasks** in the course of directing the day-to-day law enforcement operations of one or more of the department operations units, including patrol, investigations, domestic violence, animal control, emergency management, youth court, code enforcement, court security, school resource, internal affairs, safety, firearms/in-service training, drug awareness, task forces, K-9 program, warrants, technologies, administrative services, evidence and records management.

In the absence of the Police Chief and Deputy Chief, exercises supervision over lower ranking officers on a project-by-project or case-by-case basis; coordinates activities and assists in the performance of their duties; observes and evaluates work performed by subordinate officers; ensures compliance with established policies and procedures; provides policy interpretations and judgments to subordinate officers; delivers and implements managerial directives and communicates subordinate concerns to management; follows up on complaints involving shift officers; reports any insubordination or misconduct. Supervises internal affairs investigations. Prepares office and patrol budgets.

QUALIFICATIONS: Proven ability and administrative experience and successful demonstration of police knowledge and administrative experience as determined by the Chief of Police.

- a. Knowledge of Lehi City Police Department organization and areas of responsibility, functions of other City agencies and their relationship with the Police Department, as well as a working knowledge of Lehi City's ordinances, laws, and court systems.
- b. Ability to establish and maintain effective working relationships with unit supervisors, officers and staff, and the general public.
- c. Ability to communicate effectively, including understanding and executing oral and written instructions.

- d. Ability to react effectively in emergency and stress situations; exhibit imagination, initiative and problem-solving capability in coping with a variety of law enforcement situations; follow standard safety practices and procedures common to law enforcement work;

MINIMUM REQUIREMENTS: Eight (8) years of progressively responsible law enforcement experience as a municipal, county, or state officer; four (4) years of which must have been as a sergeant rank.

- a. Certification as a First Line Supervisor, IACP Leadership in Police Organization or equivalent police leadership training.
- b. Bachelor's degree preferred in police science, law enforcement, criminal justice, public administration or a closely related field
- c. An equivalent combination of education and experience with the following education contributions towards experience as sergeant or higher rank.
 - i. Associates Degree is equal to 1 year.
 - ii. Bachelor's Degree is equal to 2 years.
 - iii. Master's Degree is equal to 3 years.
 - iv. Must possess a valid Utah State driver's license.
 - i. Must maintain law enforcement certification by completing annual training requirements of POST and the department.

TO APPLY: Submit Lehi City Employment Application, cover letter, and resume to Human Resources by application deadline (listed above). Applications can be submitted electronically to apply@lehi-ut.gov or in person. Download required application and job description at www.lehi-ut.gov. For questions, contact Lehi City Human Resources, 153 North 100 East, Lehi, UT 84043 or 801-768-7100.

***Lehi City Policy allows internal postings with a minimum of three applicants. If less than three current employees apply, the job posting will be open to the public.**

NOTE: Lehi City will provide reasonable accommodations for any applicant during the examination and selection process. If you have special needs, please call 801-768- 7100, ext. 2265. For required City application, contact Lehi City Human Resources, 153 North 100 East, Lehi, UT 84043 or download application and job description at www.lehi-ut.gov. Lehi City is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, gender, religion, age or disability.