

## **Town of Cedaredge Police Sergeant**

The Town of Cedaredge is accepting applications for a Police Sergeant. The hourly range DOQ is \$26.00-\$29.00 with excellent benefits! Eligible candidates must possess a valid driver's license, current Colorado POST certification, and have a minimum 5 years' experience as a patrolling law enforcement officer. The Town of Cedaredge provides a comprehensive benefits package including 100% employer paid health insurance for the employee and 95% employer paid for all dependents, paid vacation, 12 paid holidays, sick leave and a 6% retirement match! Interested persons may submit a completed Town application to the Police Chief. Applications may be obtained at the Cedaredge Police Department, 140 NW 2<sup>nd</sup> St, by calling 970.856.4301 or emailing chief@cedaredgecolorado.com. A resume may be attached to the town application. The Town of Cedaredge is an EOE/ADA employer. Position is open until filled.

### **General statement of duties:**

A Sergeant takes command of the department in the absence of the Chief of Police. The Sergeant shall be held responsible for the compliance with regulations, procedures and policies on the part of his subordinates as well as him/herself. He must accept responsibility in matters not covered by regulations and procedures.

The Sergeant shall set an example in courtesy, initiative, industry, diligence, impartiality, truthfulness, courage, and attention to duty, the observance of proper discipline and the fostering of teamwork.

Performs professional and technical law enforcement work required to protect property and preserves life, safety, health, and welfare of the people of Cedaredge.

### **Minimum Required knowledge, skills and abilities:**

- A valid Colorado driver license.
- A valid Certification as a Police Officer by the State of Colorado.
- High School graduation or equivalent.
- Five years of experience in Patrolling law enforcement (non-waiver able)
- College level work in courses related to law enforcement is desirable.

### **Supervision received:**

Work under the general supervision of the Chief of Police.

### **Supervision exercised:**

Supervises the activities of the police officers under the Cedaredge Police Department.

### **Specific duties and responsibilities:**

The following are illustrative only and are not all-inclusive.

- Plans, assigns, and supervises the work of police officers engaged in patrolling an assigned shift in the general enforcement of law and the prevention of crime and disorder.
- Instructs personnel in police patrol work, investigating, firearms, and related law enforcement techniques.
- Reviews officers' incident and case reports for clarity and content.
- Maintains records and reports, determines cases requiring further investigation.
- Consults with Chief of Police to discuss effectiveness of existing policies and procedures and to recommend necessary changes.
- Supervises and directs special unit in responding to emergency situations as a riot, disturbance, accident, fire, or investigation of crimes.
- Patrols the corporate limits of the town to protect individuals and/or property within Cedaredge corporate limits.
- Responds to dispatch calls and investigate citizen complaints and report breaches of the peace including crimes in progress, crimes discovered after the fact, disturbances, accidents, etc.
- Performs preliminary investigations at crime scenes, traffic accident scenes, disturbances, etc.
- Performs initial and follow-up investigations on felony crimes, obtains search warrants and arrest warrants.
- Preserves and/or collects physical evidence; diagram and/or photograph scenes; obtain suspect/victim/witness statements, etc., necessary for the reporting of circumstances of incidents, for the charging of suspects and necessary for follow-up investigation of incidents.
- Establishes traffic surveillance to observe and apprehend violators of traffic ordinances and statutes.
- May operate radar equipment to identify speeding motorists; conduct roadside sobriety test in suspected cases.
- May perform in-depth follow-up investigation of incidents as required to close and/or clear criminal incidents.
- Appears in court as arresting or investigating officer.
- Prepares cases and files with the prosecutor.

And other related duties as required.

**Necessary special requirements:**

- Any combination of experience and training resulting in the required knowledge, skills, and abilities.
- Certain certifications and standards must be achieved and maintained in supervisory and specialty functions according to department policies and law.
- Must pass polygraph, oral, written, psychological, and physical exams, and drug screening.
- Ability to deploy personnel effectively, directs them in their work, and advises on technical police problems of investigation and arrest.

- Ability to analyze law enforcement problems and adopt effective actions in emergencies and stress situations.
- Ability to prepare accurate and comprehensive reports.
- Ability to effectively present training material to subordinates and the public.
- Ability to supervise and evaluate the performance of officers.
- Ability to establish and maintain an effective working relationship with elected officials, supervisors, employees, and the public.
- Ability to communicate effectively both orally and in writing.
- Live within 20 minutes of the Town of Cedaredge while driving at posted speeds.