



Warsaw Police Department

128 W. Bay St
Warsaw, NC 28398



ERIC SOUTHERLAND
Chief of Police

(910) 293-7816
Non-Emergency Phone

Job Posting: Police Sergeant

Job Description: working under supervision of the Police Captain will accomplish a variety of duties in the protection of life and property, to include law enforcement, crime prevention, investigation, public assistance, and other related duties as directed or required. ***The Sergeant will direct, supervise, and coordinate the activities of all assigned personnel within their respective work group to assure compliance with department rules, regulations, goals, and specific individual instructions. Assist in scheduling adequate personnel to provide coverage during assigned shift. Assist in supervising and coordinating activities and duties for detective, part-time officers, and volunteers. Assist in development of department policy and procedures. Perform other supervisory functions as designated by the Chief of Police.***

Minimum Qualifications:

- Education and Experience: High School graduate or equivalent.
- Mandatory completion of NC BLET course and ability to meet NC Criminal Justice Training & Standards requirements to become a sworn law enforcement officer at time of hire.
- Including the following:
 - Must be at least 21 years of age
 - Must pass a drug screen
 - Must pass a physical exam by certified physician
 - Must pass a extensive background check
 - Must possess a valid NC driver's license
 - Must have a minimum of 6 years sworn law enforcement experience
 - Must possess the skills and abilities necessary to train PO Trainees and PO I & II
 - Preference given to applicants who hold an Associate or Bachelor's Degree
 - Preference given to applicants who hold an Advanced or Intermediate Professional Law Enforcement Certificate from the State of NC Criminal Justice Training and Standards Commission
 - Preference given for NC certifications in following areas; radar & intoxilyzer
 - Preference given to applicants who have additional training in the following aresa; First Line Supervision, New Sergeant Course, Supervising Field



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Training, Advanced Field Training Officer, Field Training Officer, Advanced Traffic Investigation, Interview & Interrogation Techniques, Criminal Investigations, Police Law Institute (PLI)

Competencies:

Ability to perform following tasks to acceptable standards:

- Even temperament and ability to lead and direct others
- Ability to motivate and mentor those assigned within the workgroup
- Clearly supports the mission and values of the department
- Learn and apply new information
- Communicate effectively, verbally, in writing, and interpersonally
- Work effectively as an individual and team member
- Interact and work with others appropriately and effectively in a work place and community of diverse cultures, ages, genders, and socioeconomic backgrounds
- Assert self appropriately
- Accept responsibility, acknowledge mistakes, and share successes
- Be dependable
- Comply with laws, rules, regulations, and procedures
- Maintain composure and perform effectively in stressful situations
- Exercise good judgment
- Solve problems with innovation and creativity, including alternatives which involve taking risks
- Provide effective and efficient services with courtesy, responsiveness, and competence
- Use computers for reports, communications, and information retrieval
- Ability to provide services in cooperation with the community in a manner consistent with the Newport Police Department and its mission/values statement
- Ability to adapt to change and changes in work conditions, and work in an environment of growth and innovation.



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General Qualifications Knowledge of:

- Field Training Officer Program and ability to manage same
- Current applicable federal, state and municipal laws and ordinances
- Departmental rules and regulations
- Principles and practices of a municipal police administration and organization
- Police requirements and limitations of police authority
- Laws, governing custody of persons, search and seizure, admissibility and presentation of evidence and laws of arrest and court procedures
- Basic computer operations and functions.

Ability to:

- Train, lead and direct all paid PO Trainee's, PO, and Volunteers
- Gain respect and confidence of those within the workgroup
- Read and understand departmental policies, rules, regulations, instructions, laws and law enforcement literature
- Learn the use and care of firearms
- Remember names, faces, facts and details of incidents
- Write clear, accurate and comprehensive reports
- Analyze situations and adopt a quick, effective and responsible course of action giving due regard to the surrounding hazards and circumstances of each situation
- Operate an automobile skillfully
- Communicate effectively, both orally and in writing
- Accomplish various clerical duties
- Follow oral and written instructions
- Work effectively with other employees
- Engender public respect and confidence
- Meet the general public with courtesy and tact
- Demonstrate good judgment, character, reputation, superior poise, bearing, alertness and emotional stability.
- Cope with situations firmly, courteously, tactfully and with respect for the rights of others;
- Establish and maintain effective relationships with all those contacted during work