

**City of Dallas**  
**Classification Specification**

<b>Title:</b>	<b>Police Senior Corporal</b>	<b>Class Code:</b>	<b>46016</b>
<b>Application:</b>	<b>Career Series</b>	<b>Pay Grade:</b>	<b>P3</b>
<b>Supplemental/Code:</b>	<b>Protective Service Worker/7</b>	<b>Established:</b>	
<b>FLSA Status:</b>	<b>Non-Exempt</b>	<b>Revised:</b>	<b>01/01/09</b>

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**Position Purpose**

Enforces laws and ordinances within the jurisdiction of one of the following functional areas: investigative, training, specialist or assistant squad leader, and is subject to lateral movement between these functional areas. This position reports to and performance is evaluated by a superior police rank position.

**Essential Functions**

1. Performs complete preliminary and follow-up investigations of various specialized crimes either independently or as a member of a team.
2. Interviews victims, witnesses, and complainants; apprehends, interrogates and arrests suspects.
3. Prepares reports and evidence for submittal to District Attorney or City Attorney; testifies in court.
4. Performs background investigation of applicants to the police force.
5. Develops curriculum and instructs Apprentice Police Officers in a classroom setting, or on a one-to-one basis in a field environment, in the knowledge, techniques, and procedures necessary to execute the duties of a police officer.
6. Monitors, evaluates, and documents the performance of the Apprentice Police Officer.
7. Corrects and counsels in performance deficiencies during training process and reports progress to appropriate authority.
8. Supervises approximately 6 to 8 police officers in the absence of a Police Sergeant.
9. Performs, as directed, one or more specialized law enforcement activities which includes but is not limited to: Community Relations and Services, Motorcycles and Accident Investigation, Canine, Tactical, Personnel Services, Psychological Services, Helicopter Pilot, and Planning and Research.
10. Regular, reliable and punctual attendance is an essential function of the job.

**Knowledge, Skills and Abilities Required to Perform Work**

Thorough knowledge of the Penal Code, General Orders, Code of Conduct and the Code of Criminal Procedures.

Ability to supervise or assist with the supervision of subordinate police personnel.

Effective and diplomatic oral and written communication skills, both internally and externally at all employee levels.

Ability to establish and maintain an effective working relationship with all levels of management, city officials, vendors, other government agencies, other employees and the general public.

**Working Conditions and Hazards**

Must pass the Police Department's Physical Examination

Driver Secondary

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The above statements are intended to describe the general nature and level of work performed by personnel assigned to this classification and is not necessarily an exhaustive list of all responsibilities, duties and skills required.