

HIGHWAY PATROL SERGEANT

NATURE OF WORK

This is supervisory work assisting in directing highway patrol activities in an assigned district of the state.

Employees assist in supervising a district highway patrol station with responsibility for the conduct of an assigned group of highway patrolmen, usually eight in number, engaged in the enforcement of motor vehicle laws. They are responsible for the receipt of regular and special orders and their interpretation to subordinate personnel in order to insure uniform application of departmental policies and practices. Work includes the making of frequent inspections and evaluations of work performed by subordinate troopers and other employees. Work is performed under general supervision and is reviewed by inspections and through oral and written reports to superiors.

ILLUSTRATIVE EXAMPLES OF WORK

Executes orders emanating from patrol, troop, and district headquarters.

Supervises and evaluates assigned police traffic supervision activities; serves as a staff member to district commander; studies and reports high accident locations and traffic conditions; assists with planning and evaluating accident prevention programs.

Serves as acting district commander when delegated this responsibility in the absence of the district commander.

Assumes delegated disciplinary responsibilities; records and reports infractions of rules and regulations of patrol policies and procedures; counsels troopers as appropriate and assists in enforcement and investigative procedures; trains new troopers in the field; regularly inspects and initials troopers' field reports; interprets patrol policies and procedures and is responsible for trooper compliance; frequently inspects troopers' equipment and personal appearance.

Conducts special investigations only when delegated responsibility.

Enforces traffic laws and renders assistance to the motoring public.

Serves as squad leader of an eight man highway patrol riot squad and directs their activities in assigned riot and crowd control situations.

Investigates accidents; serves as officer-in-charge at large concentrations of traffic; takes appropriate action concerning unsafe highway conditions.

Performs related work as required.

KNOWLEDGES, SKILLS, AND ABILITIES

Considerable knowledge of highway patrol methods and procedures.

Considerable knowledge of first-aid principles and techniques.

Skill in the use of firearms.

Skill in the use of crowd control techniques, procedures, and equipment.

Ability to interpret and apply pertinent provisions of motor vehicle laws as well as oral and written instructions.

Ability to instruct subordinates in departmental rules and regulations.

Ability to gather and organize material and to present such information orally or in writing.

Ability to prepare routine reports of activities engaged in and accidents investigated.

Ability to establish and maintain effective working relationships with the public.

Ability to react quickly and calmly in emergency situations

Physical strength sufficient to withstand long hours of continuous duty.

ACCEPTABLE TRAINING AND EXPERIENCE

Graduation from high school and three years experience as a highway patrolman; or an equivalent combination of training and experience.

PREPARED BY
NORTH CAROLINA STATE PERSONNEL DEPARTMENT

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