

POLICE LIEUTENANT

Delaware River & Bay Authority Police Department

\$95,700 to \$117,200 (Salary Grade 110))
(Position and Salary commensurate with experience and skills)

Opening Date: April 7, 2026

Closing Date: May 6, 2026

I. POSITION SUMMARY

The general responsibilities of Lieutenants are administrative, managerial and supervisory in nature. This is a position that requires the exercise of judgment and leadership.

II. ESSENTIAL DUTIES AND RESPONSIBILITIES

- Involved in many planning and administrative functions, such as coordinating the implementation and progress of projects
- Recommends policy or procedural changes based upon the need for change and measuring or evaluating the progress of projects
- Responsible for supervisory functions, including approving overtime and annual leave, prioritizing work assignments, giving assignments to employees and reviewing/approving reports and paperwork
- Monitor absenteeism of subordinates, ensure adequate staffing, schedule shift and day-off assignments, delegate authority to subordinates and counsel subordinates for work-related problems
- Build positive relationships with subordinates, observe/correct/coach and train subordinates and prepare performance evaluations
- Produce written documents, such as interdepartmental memorandums, administrative or budgetary reports, written directives and weekly/monthly/yearly reports
- Schedule meetings and discuss operational issues
- Engage in liaison activities, such as representing the department at meetings with other law enforcement agencies or at meetings with other departments within the Authority
- Utilize a variety of equipment in the performance of their job duties, including an automobile, baton, FAX machine, computer, fire extinguisher, police radio, copier, police car radio, semi-automatic pistol, body armor, and telephone
- May be involved in managing the department's accreditation function and completing specialized projects for the Police Administrator
- May be involved in managing the department's professional standards function
- May be involved in functions such as investigating citizen complaints, enforcing criminal laws, conducting roll call training, assigning/recommending personnel to training programs, overseeing subordinate's care and control of equipment and supplies and disseminating police information to patrol units which would include NCIC, DELJIS, etc. (Operations Officer/Counter-terrorism Coordinator).

- May supervise large numbers of officers and employees at special events and assist the Police Administrator with the overall management of the department and completion of other duties as assigned
- May also conduct research and coordinate Authority-wide activities
- Ability to provide superior customer service to everyone by responding in a courteous and efficient manner

III. REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Demonstrate usable knowledge of laws, court decisions and department rules/regulations/procedures (the breadth of relevant job knowledge necessary to perform the job of a Lieutenant distinguishes this class from Sergeants and Patrol Officers)
- Knowledge of accepted police procedure, accepted principles of supervision and management and knowledge of other law enforcement agencies
- Able to drive in emergency and non-emergency conditions
- Skilled in the applications of filing techniques and have organization and grammar skills
- Able to express themselves orally and in writing
- Able to cope with stressful situations, evaluate a situation, respond correctly and apply appropriate discretion and common sense
- Able to train and supervise others and evaluate the job performance of subordinates
- Ability to provide excellent customer service

IV. REQUIRED EDUCATION AND EXPERIENCE

- B.S. or B.A. degree awarded by a nationally accredited institution
- Twenty-one (21) years of age or older
- A citizen of the United States
- Minimum uncorrected vision not greater than 20/200 in each eye and correctable with lenses to 20/20 in each eye
- Able to distinguish between the colors of red, green and amber
- Height and weight in proper proportion
- Must have a minimum of three (3) years of experience in a police supervisory or managerial role and have separated in good standing from their previous employer. Preference will also be given to graduates of the FBI National Academy (FBINA), the NJSACOP Command & Leadership Program, or an equivalent senior leadership school.

V. LICENSES, REGISTRATIONS, AND/OR CERTIFICATES

- Valid driver's license
- Certified by the Delaware Police Officer Standards and Training Commission as a police officer

VI. SPECIAL REQUIREMENTS

- Subject to a background investigation and pre-employment physical including drug testing
- Delaware River and Bay Authority requires all employees to have direct deposit with a financial institution or enroll in the payroll card program to receive their bi-weekly pay

If you are interested in applying for this position please complete the on-line application at www.drba.net/jobs. In addition, you must also attach a resume to the completed application.

The Delaware River and Bay Authority is an Equal Opportunity Employer