

Captain – TCOLE Enforcement Division

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<https://capps.taleo.net/careersection/407/jobsearch.ftl>

Resumes are not accepted in lieu of State of Texas application

Description

Our Mission

The mission of the Texas Commission on Law Enforcement, as a regulatory State agency, is to establish and enforce standards to ensure that the people of Texas are served by highly trained and ethical law enforcement, corrections, and telecommunications personnel.

Our Enforcement Division

TCOLE Enforcement Division is responsible for ensuring compliance with the state's minimum licensing and training standards for law enforcement personnel. This includes investigating complaints, conducting hearings, and taking disciplinary actions against licensees who violate these standards. The division also handles cases involving criminal convictions or deferred adjudications of licensees.

Who We're Looking For

The Texas Commission on Law Enforcement (TCOLE) is seeking an Enforcement Division Captain (Program Supervisor VII) to join the Enforcement Division located at 6330 E HWY 290, Suite 200, Austin, TX.

Performs advanced investigative law enforcement supervisory work. Work involves supervising staff; overseeing and participating in the development, planning, and coordination of enforcement activities; providing consultative services and high-level technical assistance; and conducting investigations. Works under minimal supervision, with extensive latitude for the use of initiative and independent judgment.

Salary is dependent on qualifications and experience. The salary range is \$69,572.00 – \$102,269.64. This Job Class for this position is 1588 and salary group is B25.

Examples of Work Performed

Oversees, conducts, and monitors criminal and administrative investigations.

Oversees, directs, and coordinates investigative and enforcement activities.

Oversees, coordinates, and reviews work of staff in collecting, evaluating, and reporting special investigative data.

Evaluates detailed investigative reports and case files.

Monitors and ensures compliance with program guidelines, procedures, and policies.

Screens complaints for jurisdictional authority.

Briefs chain of command in high-profile cases.

Oversees agency records audits; identifies patterns or rule violations requiring further investigation; and reviews licensees in non-compliance.

Advises licensees on resolving deficiencies; monitors resolutions; and makes referrals for administrative action when necessary.

Identifies high profile or sensitive cases and those with multi-jurisdictional impact; prioritizes cases and manages them; identifies non-jurisdictional complaints and makes referrals.

Oversees, prepares, and submits reports and studies for program management, productivity, activity, and vehicle reports; Conducts program analysis and research studies.

Establishes and maintains liaison with stakeholders, providing assistance to local, state, federal law enforcement and other regulatory agencies.

Leads or participates in special projects, task forces, and committees; advises on interpretation, application, and modification of program policies and procedures.

Investigates, interviews, and reviews police officers, jailers, telecommunication operators, and their employers/supervisors, including ranking officials.

Obtains witness statements and confessions; prepares legal documents including subpoenas, search warrants, and arrest warrants; and may execute court orders.

Conducts background and personal history investigations; reviews records and verifies information.

Coordinates the collection and analysis of evidence for criminal and administrative investigations; documents investigative activities in database and maintains files.

Prepares and conducts seminars and presentations about assigned program areas for the licensed community, staff, management, or elected officials.

Prepares, presents, and testifies in court and official proceedings, including hearings and trials, and assist in initiating proceedings.

Assists in training new investigators and administrative staff; develops and maintains professional knowledge and skills.

Participates in the development and implementation of new programs, initiatives, and policies.

May perform surveillance work.

Supervises the work of others.

Other duties as assigned.

This position includes travel (up to 20%)

Qualifications

Required Education and Experience:

- Bachelor's degree from an accredited four-year college or university in Criminal Justice, Criminology, Police Science or a related field.
- Five (5) years of full-time law enforcement experience as a Commissioned Officer.
- Law enforcement experience or education may be substituted for one another on a year-for-year basis.
- Two (2) years or more of investigative law enforcement work.
- Currently licensed as an Advanced Peace Officer (or higher) by the Texas Commission on Law Enforcement.

- Experience in a supervisory or as a team lead role.
- Ability to obtain TLETS and TCIC/NCIC Less Than Full Access Operator Certification within six (6) months of employment.
- Valid driver's license.

Preferred Education and Experience:

- Preferred certification with TLETS and TCIC/ NCIC Less Than Full Access

Required Skills, Knowledge, and Abilities:

- Knowledge of Texas and federal statutes, rules, and regulations, including the Texas Penal Code, Texas Code of Criminal Procedure, and other applicable codes.
- Knowledge of investigative principles, techniques, procedures, court procedures, practices, and rules of evidence.
- Skill in conducting and applying investigative techniques and procedures, including interviewing, evidence collection, and the use of technology and equipment.
- Skill in utilizing modern office software (i.e., Microsoft SharePoint, Teams, Word, Excel, Outlook).
- Ability to conduct investigations, including collecting evidence, securing crime scenes and preparing cases for prosecution; analyze and report findings; and apply legal knowledge to investigations and provide guidance.
- Ability to collaborate effectively with agencies and individuals; communicate clearly and effectively; and to serve as a lead, providing direction to others; and maintain professionalism and composure in challenging situations.
- Ability to maintain the highest standards of security and safeguard critical infrastructure. This includes adhering to strict background checks, reporting any suspicious activities, and participating in security training and drills as required.
- Ability to drive extended distances.

Why work at TCOLE?

Working for the Texas Commission on Law Enforcement (TCOLE) empowers you to make an impact on public safety while engaging in continuous learning within a supportive environment. You'll play a crucial role in upholding high law enforcement standards, collaborating with local agencies, and enhancing the well-being of Texans. As a Texas state employee, you will have access to our comprehensive benefit programs including:

- Comprehensive [health, dental, and vision](#) insurance plans with several types of coverage to state employees and their eligible family members.
- 12 - 16 days of [annual paid holidays](#).
- At least eight hours of paid vacation and up to eight hours of paid sick leave each month for Full-Time employees.
- Retirement options with the [State of Texas Retirement](#) that provide flexibility and security.
- [Health and Wellness programs](#) including wellness leave, fitness and weight management programs, and personalized wellness tools .
- TCOLE is a qualifying organization for the [Public Service Loan Forgiveness Program](#) .
- The [Discount Purchase Program](#) provides access to an online marketplace offering discount on a wide range of products and services .

All positions with TCOLE are security sensitive. Applicants are subject to an in-depth background investigation including criminal history, employment history and references, military, education, and personal references. Employment is contingent upon the verification of credentials and/or other information required.

Equal Opportunity Employer – TCOLE is an Equal Opportunity Employer. All qualified applicants receive consideration for employment without regard to race, color, religion, sex, national origin, disability, or protected veteran status.

ADA - In compliance with the Americans with Disabilities Act (ADA), TCOLE will provide reasonable accommodation during the hiring and selection process for qualified individuals with a disability. If you need assistance completing the online application, contact the Human Resources Department at 512-936-0831. If you are contacted for an interview and need accommodation to participate in the interview process, please notify the person scheduling the interview.

Military Occupational Specialty Codes – Military Specialty Codes that correspond to this job posting include MOS 31B, MOS 31D, MOS 31A, MOS311A, MA, 649X, 749X, IN, MST, INV, MSSD, MSSE, OAP 11, OAP 12, OAP 14, 86MO, MOS 11B, MOS 11C, 11Z, 18B, 18F, 18Z, 31B, 31D, 31K, 31Z, 35L, 35M, 11A, 18A, 31A, 35A, 180A, 311A, 351L, 351M, 7S0X1, NCIS Special Agent. More information can be found at:

https://hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_LawEnforcement.pdf

Veterans Preference – Veterans, surviving spouses, and orphans of veterans may qualify for preference under Texas Government Code Chapter 657. Applicants who wish to claim Veterans preference must provide official documentation at the time of application to verify eligibility.

Benefits – For new hires and rehires, health insurance is available the 1st of the following month after a 60-day waiting period. More information about benefits is available at

<https://ers.texas.gov/benefits-at-a-glance>