

Class Concept

This is administrative and managerial work in directing the daily operations of all programs assigned to Alcohol and Law Enforcement. Employee will oversee and manage all facets of the Alcohol Law Enforcement Division to include administration, operations, professional standards, and their related functions. Employee will oversee staff that provides enforcement and regulation for the control and regulation of the sale, transportation, consumption and manufacturing of alcoholic beverages, controlled substances, tobacco, lottery, gambling, criminal laws and the administration of the bingo and game night programs.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of State and Federal laws pertaining to alcoholic beverages, tobacco, controlled substances, and gambling.
- Thorough knowledge of modern principles and methods of investigation and law enforcement, including rules of evidence, use of technical equipment, laws of arrest and search and seizure.
- Thorough knowledge of all facets of ALE, including all related policies and procedures.
- Skill in budgetary oversight to include developing expansion budgets.
- Ability to lead, coach, mentor and if necessary, discipline subordinate staff.
- Ability to coordinate investigations with other law enforcement agencies.
- Ability to clearly communicate both orally and in writing and convey technical information and promote understanding of relevant issues.
- Ability to build collaborative relationships both within and outside of ALE to facilitate the accomplishment of ALE mission and goals.

Minimum Education and Experience

Bachelor's degree from an appropriately accredited institution and considerable experience in law enforcement administration; or an equivalent combination of education and experience.

Necessary Special Qualifications

Certifiable as a Law Enforcement Officer by the North Carolina Education and Training Standards Commission of the NC Department of Justice.