

Class Concept

Alcohol Law Enforcement (ALE) Special Agent in Charge positions oversee and manage the activities of all ALE personnel assigned to a district or section. These positions plan, coordinate, direct, and manage the activities of subordinates assigned to the district/section. Positions also coordinate the law enforcement activities between ALE and other law enforcement agencies, other divisions within DPS, and court officials in matters relating to the enforcement of the Alcoholic Beverage Control, Lottery, and criminal laws. These roles assist the ALE Branch Head in developing operational procedures for enforcement staff and make recommendations on needed personnel and equipment. ALE Special Agents in Charge make regular visits with local police chiefs, Sheriffs, and other elected/appointed officials at the local, state, and federal level.

Recruitment Standards

Knowledge, Skills, and Abilities

- 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 State and Federal laws pertaining to alcoholic beverages, tobacco, and controlled substances.
- Skill in supervising, coaching, mentoring, hiring, and disciplining subordinate staff.
- Skill in managing district/section programs, to determine the enforcement priorities of the district and assigning needed personnel to meet objectives, including undercover operations.
- Skill in coordinating investigations with other law enforcement agencies.
- Skill in preparing legal pleadings such as civil complaints, motions, notices, affidavits, summonses, orders, restraining orders, and discovery.
- Skill in communicating both orally and in writing and conveying technical information and promoting understanding of relevant issues.
- Skill in using firearms and tools/equipment involved with evidence collection.

Minimum Education and Experience

Two years of experience as an ALE Assistant Special Agent in Charge.

Necessary Special Qualifications

Certification as a Law Enforcement Officer in accordance with the provisions of the North Carolina Criminal Justice Education & Training Standards Commission. Must have graduated from the ALE Academy and meet all applicable North Carolina state statutory standards for law enforcement officers.