

DEPUTY SHERIFF SERGEANT

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for supervising the activities of Sheriff's Department personnel on an assigned shift or unit. An employee in this class assigns, inspects and instructs the work of Sheriff's Department personnel. An incumbent supervises and assists deputies in coping with difficult law enforcement situations and organizes and coordinates the department's activities in responding to emergency situations. The work is performed under the general supervision of a higher ranking officer. Supervision is exercised over Deputy Sheriffs and Deputy Sheriff Corporals. Does related work as required. This position is designated as a Police Officer.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Supervises and subordinates deputy sheriffs;

Assigns deputies to specific areas of patrol or investigations;

Receives complaints from public concerning crimes and emergencies;

Patrols areas to enforce laws, investigate crimes and arrest violators;

Investigates illegal or suspicious activities of persons and quells disturbances;

Conducts investigations and makes arrests;

Serves court orders and processes;

May be assigned to perform in specialized areas of investigation such as detective, youth, navigation,
etc.;

May be designated as representative of the department in addressing civic groups or in dealings with
other agencies;

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Prepares and reviews a variety of records and reports associated with law enforcement work;

May be assigned responsibility for supervision and maintenance of departmental equipment.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-

TERISTICS: Thorough knowledge of modern principles, practices and techniques of police work;

thorough knowledge of the New York Penal Law, Vehicle and Traffic Law, Criminal Procedures

Law and other applicable laws, regulations and ordinances; good knowledge of the local geography;

good knowledge of the operation of radio equipment; ability to plan and supervise the work of

others; ability to deal firmly yet courteously with the public; ability to follow and communicate

written and oral directions; ability to perform close, detail work involving considerable visual effort

and strain; working knowledge of first aid; skill in the use of special equipment including police

radar and breathalyzers; skill in the use of firearms; skill in the operation of a patrol car; good powers

of observation; sound judgment; and good moral character.

MINIMUM QUALIFICATIONS: One (1) year of permanent competitive class status as a Deputy

Sheriff Corporal.

SPECIAL REQUIREMENT: Possession of an appropriate New York State driver's license.

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Last Reviewed: December 4, 1990
Jurisdictional Class: Competitive
Public Hearing: N/A
NYS Civil Service Commission Approval: N/A

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