

COUNTY POLICE SERGEANT

DISTINGUISHING FEATURES OF THE CLASS: The County Police Sergeant directs the activities of the Sheriff's Road Patrol. The County Police Sergeant directly supervises the County Police Officers (Deputy Sheriffs), and is responsible for the on-going training, supervision, evaluation and counseling of the uniformed County Police Officers (Deputies). The County Police Sergeant's work is performed under the general supervision of the County Police Lieutenant(s). Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Supervises the work of deputies assigned to road patrol duties;
 Reviews all reports;
 Takes charge of major crime or accident scenes;
 Directs and coordinates law enforcement and other emergency services;
 Assists road patrol deputies in the performance of their duties; takes reports, conducts investigations, and testifies in court;
 Conducts roll call briefings;
 Maintains daily, monthly and yearly reports of activities;
 Attends staff meetings;
 Conducts in-service training involving basic police school instruction;
 Presents public education lectures, and attends training;
 Inspects deputies' equipment and geographical patrol areas to correct problems;
 Counsels, disciplines, and prepares annual evaluations and career interviews for subordinates;
 Reports any breach of rules or statute;
 Oversees various specialized services and details, such as warrants, court security, K-9, Emergency Response Team, SCUBA, range, training, etc.;
 Prepares special reports, investigations, and conducts special details at direction of chain-of-command;
 Maintains liaison with other agencies.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of modern principles and practices of police work; thorough knowledge of the New York State Penal Law, Code of Criminal Procedure, Vehicle and Traffic Law and all Local Laws, Ordinances and Regulations pertaining to police work; thorough knowledge of the geography of the County; ability to instruct and direct subordinates in police work; skill in the use of firearms; familiarity with the operation of radio equipment; ability to be courteous yet firm with the general public; conscientiousness and good judgment; excellent moral character and integrity; physical condition commensurate with the demands of the position.

QUALIFICATIONS:

County Values: All employees of Ontario County are expected to uphold and exhibit the County's shared values and behaviors to achieve the County's Vision and Mission.

MINIMUM QUALIFICATIONS:

PROMOTION: Three (3) years permanent competitive class status as a County Police Officer or County Police Officer (Spanish Speaking) in the Ontario County Sheriff's Department.

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MINIMUM QUALIFICATIONS: (Continued)

OPEN-COMPETITIVE: Four (4) years of full-time paid experience, or its part-time equivalent, in a police officer capacity which involved successful completion of the Municipal Police Training Council's Police Officer Training Course.

SPECIAL REQUIREMENTS FOR APPOINTMENT:

1. United States Citizenship.
2. Possession of a valid New York State Operator's license at the time of appointment, and maintenance of such license throughout the tenure of employment in the position.
3. Section 58.1(a) requires that applicants not be "...more than thirty-five (35) years of age as of the date when the applicant takes the written examination..." Candidates may have a period of military duty or terminal leave up to six years, as defined in Section 243(10-a) of the Military Law, deducted from their age for purposes of determining whether they meet the age requirement.

APPROVED: January 12, 1996

REVISED: 2/2/19; 11/8/19

CIVIL SERVICE CLASSIFICATION: COMPETITIVE