



DEPUTY SHERIFF

Jurisdiction Class:	Competitive
Civil Division:	County
Adopted by YCCSC:	10/4/1978
Revised by YCCSC:	1/15/1986
Revised by PO:	3/4/1992
Revised by PO:	10/1/1997
Revised by PO:	3/26/2021

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility for the protection of lives and property and the enforcement of laws and ordinances within the County. On an assigned shift an incumbent performs routine patrol operations in accordance with standard departmental operating procedures and makes arrests and assists in investigations. The work is performed under the general supervision of a higher ranking officer who gives specific instructions and assistance when special problems arise. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Maintains law and order patrolling assigned areas to enforce laws, investigate crimes and arrest violators;
Drives patrol vehicle through assigned area, observing traffic violations and issuing citations;
Assumes control at traffic accidents to maintain traffic flow, assists accident victims and investigates causes of accidents;
Notifies supervisors of major accidents and crimes, contacting coroners if necessary and making preliminary investigations;
Investigates illegal or suspicious activities of persons and quells disturbances;
Locates and takes persons into custody on arrest warrants;
Maintains order in crowds, parades, fairs, funerals and other public gatherings;
Prepares a variety of records and reports associated with law enforcement work;
Attends court and presents evidence in connection with arrests made or cases investigated;
May transport or escort prisoners between courtrooms, correction facilities and medical facilities;
Answers questions for, directs and assists the public;
May serve court orders and processes, such as summonses, subpoenas and income executions;
May perform marine patrol: operating boats in navigable waters in the County;
May perform other duties as assigned.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of modern principles, practices and techniques of law enforcement;
Good knowledge of the New York State 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;
Skill in the use of firearms;
Skill in the use of special equipment including radar and breathalyzers;
Skill in the operation of a patrol car;
Ability to apply first aid;
Ability to deal firmly yet courteously with the public;
Ability to follow and communicate written and oral directions;
Good powers of observation;
Sound judgment, Tact;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATION: Either;

- a) Graduation from high school or possession of a high school equivalency diploma; AND
- b) Possession of sixty (60) credit hours from a regionally accredited New York State registered college or university;
OR
- c) Two (2) years of service as a police officer pursuant to Section 58 of the Civil Service Law; OR
- d) Two (2) years of military service, possessing an honorable discharge; OR

- e) An equivalent combination of education and experience as set by the limits of (b), (c), and (d) above with thirty (30) credit hours being equal to one (1) year of experience as noted in (c) and (d) above.

SPECIAL REQUIREMENTS:

- 1) United States Citizenship.
- 2) CSL Section 58(1) requires a police officer candidate to be, not less than twenty (20) years of age as of the date when the applicant takes the written examination.
 - a. Minimum age requirements shall in no case prohibit an applicant who is within six (6) months of the minimum age requirement from taking any competitive examination.
- 3) Possession of a valid NYS driver's license at time of appointment and maintenance of such license throughout the tenure of employment.