

Jurisdictional Class: Competitive
Adopted: March 20, 1996
Revised: June 11, 2010

POLICE DETECTIVE SERGEANT

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class is responsible for performing specialized police work in the investigation of criminals and criminal activities and the apprehension of violators in accordance with standard departmental operating procedures. An employee in this class is also responsible for the enforcement of laws, ordinances, and protection of lives and property in an assigned area during a specified period. The duties include interrogating of criminals and witnesses, detecting crime and criminals, and gathering and reporting on the evidence obtained. The work is performed under the supervision or direction of a higher ranking officer with considerable leeway given for the exercise of independent judgment in carrying out the duties of the position. Supervision may be exercised over Police Detectives. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Performs criminal investigations by gathering, assembling, preserving, and reporting facts and evidence;
Interviews accused persons, witnesses, and others, analyzing and evaluating their testimony;
Assists in court cases by testifying and presenting evidence;
Evaluates and determines sufficiency of evidence necessary to detain suspects;
Investigates reports of missing persons;
Serves subpoenas in criminal cases;
Investigates and makes arrests for violations of Federal and State laws and local ordinances in cases to which assigned;
Prepares a variety of records and reports of activities;
Reviews reports and progress of criminal investigations performed by subordinate members of the Detective Division;
Directs subordinates in the investigation of criminal cases;
Prepares and maintains statistical analysis and other informational reports as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Good knowledge of modern principles, practices, and techniques of law enforcement;
Good knowledge of the New York State Criminal Procedures Law with emphasis on apprehension, arrest, and prosecution;
Knowledge and ability to supervise subordinates and to direct them in conducting investigations;
Skill in organizing and conducting criminal investigations;
Ability to gather, assemble, and analyze facts and evidence to draw logical conclusions and make recommendations;
Ability to recognize and preserve evidence and to present such evidence;
Sound judgment.

MINIMUM QUALIFICATIONS: Three (3) years of experience as a Police Detective or one (1) year of experience as a Police Sergeant.