

Jurisdictional Class: Competitive  
Adopted: July 10, 1996  
Revised: March 21, 2016

### **DEPUTY SHERIFF CORPORAL**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for the protection of life and property and the enforcement of laws and ordinances within the County. On an assigned shift, an incumbent may conduct and/or assist in the investigation of offenses and the apprehension of violators, conducting routine patrol operations in accordance with standard departmental procedures. The work requires knowledge of laws, ordinances, regulations, and criminal justice duties as well as the ability to exercise good judgment. This is a first-line supervisory position over the assigned work of Deputy Sheriffs and may also perform the work of a Deputy Sheriff. Direct supervision is received from higher-ranking members with leeway allowed in making independent judgment in dealing with day-to-day situations. In the absence of a sergeant, or as needed, may lead and/or supervise Deputy Sheriffs. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Maintains law and order, patrols assigned areas, enforces laws, investigates crimes, arrests violators, and performs other police-related activities as required;

Performs background investigations on potential department employees;

Operates patrol vehicles and boats, personal watercraft, ATV's, snowmobiles, etc., as assigned, observing traffic and other conditions and violations, assisting the public, and issuing citations and/or making arrests;

Assumes control at and investigates motor vehicle, marine, ATV, snowmobile, and other complaints and accidents, conducts searches and rescues, maintains traffic flow, assists accident victims, and investigates causes;

Notifies supervisors of major accidents, incidents, or crimes;

Investigates illegal and/or suspicious activities of persons and quells disturbances;

Locates and arrests persons on arrest warrants;

Supervises Deputy Sheriffs on an assigned shift to ensure compliance with all rules, regulations, policies, and procedures;

Attends meetings associated with departmental duties;

Performs the duties of a Deputy Sheriff, as needed;

In the absence of the Deputy Sheriff Sergeant or as needed, may lead and/or supervise Deputy Sheriffs;

Performs dispatch and desk duties as assigned or as necessary;

Prepares a variety of records and reports associated with law enforcement work or as required or necessary;

Operates a variety of equipment, including but not limited to departmental vehicles, breath-testing equipment, radar, firearms, batons, two-way radios, computers, eJustice Portal, handcuffs, leg irons, defibrillators, and metal and other type detectors and/or scanners;

Acts as a Civil Enforcement Officer on an as-needed basis or as assigned and supervises Deputy Sheriff's concerning Civil duties;

Maintains order in crowds, parades, fairs, and other public gatherings or events, and directs traffic as needed;

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

Attends and testifies in court and presents evidence in connection with arrests made or cases investigated;

Answers questions from and assists the public;

Serves and enforces court orders and court processes such as summonses, warrants of eviction, subpoenas, orders of protection, income executions, and other civil process;

Provides security for courts, dignitaries, etc., as assigned;

Performs community services such as staffing displays, fingerprinting children, public speaking, and presentations, policing field days, etc;

Patrols and polices strikes as necessary;

Performs related work as needed or assigned.

Deputy Sheriff Corporal

**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 Penal Law, Vehicle and Traffic Law, Criminal Procedure Law, and other applicable laws, regulations, and ordinances;  
Good knowledge of the Rules and Regulations and Policies and Procedures of the department;  
Good knowledge of the local geography;  
Good knowledge of search methods and search and seizure requirements;  
Good knowledge of the operation of radio equipment;  
Good knowledge in computer operations;  
Good knowledge of the use of defensive and restraining physical techniques;  
Good knowledge of the principles and practices of supervision;  
Working knowledge of first-aid procedures;  
Skill in the use of firearms;  
Skill in the operation of a patrol car;  
Ability to acquire skill in the use of special equipment including radar and breath testing equipment, etc;  
Ability to communicate verbally;  
Ability to deal firmly yet courteously with the public;  
Ability to make quick decisions;  
Ability to follow and communicate written and oral orders and directions;  
Good powers of observation;  
Sound judgment.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of a high school equivalency diploma and two (2) years experience as a Deputy Sheriff or a similar or higher level position in a New York State law enforcement agency.

**SPECIAL REQUIREMENTS:**

1. Possession of an appropriate level New York State driver's license at the time of appointment.
2. In order to be eligible for appointment, candidates must meet all current requirements of Section 58 of Civil Service Law.