

Civil Division: Oneida County Government  
Jurisdictional Class: Competitive  
EEO Category: Protective Service - Sworn  
Revised: 02/21/14

## **DEPUTY SHERIFF PATROL- CAPTAIN**

**DISTINGUISHING FEATURES OF THE CLASS:** This position involves the responsibility for performing administrative and supervisory law enforcement work for a Patrol Division in the Oneida County Sheriff's Office. The incumbent works under the general supervision of the Chief Deputy, the Undersheriff and the Sheriff. Supervision is exercised over subordinate officers. The incumbent performs related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative Only)

Directs, when authorized, the activities of the patrol division in the absence of the Sheriff, Undersheriff and Chief Deputy;  
Coordinates the activities of various sections of the office;  
Plans, researches, and develops long term planning programs for the Patrol Division;  
Establishes and directs Division policies as they apply to the law enforcement functions of the Sheriff's Office;  
Reviews budget requests from units within the Division, making evaluations and submitting preliminary budget for approval;  
Oversees daily operations of the Patrol Division and coordinates those functions with the Chief Deputy and other divisions within the office;  
Reviews and evaluates performance ratings;  
Reviews training programs for in-service training and basic police officers' courses;  
Plans, supervises and oversees keeping of proper records;  
May participate in public relations activities of the office.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Thorough knowledge of New York State Penal Law, Code of Criminal Procedure, and Vehicle and Traffic Law; thorough knowledge of techniques and procedures used in making criminal investigations; thorough knowledge of the techniques of securing and preserving evidence; thorough knowledge of laws governing arrests, rules of evidence, and court procedures; working knowledge of administration and budgetary procedures; skill in making criminal investigations; ability to plan, coordinate, and supervise the work of subordinates; ability to establish and maintain cooperative relations with law enforcement officers of other government agencies; integrity.

**MINIMUM QUALIFICATIONS:** Twenty-four (24) months as a permanent Deputy Sheriff Patrol-Lieutenant or Deputy Sheriff Lieutenant (Technical).

**SPECIAL REQUIREMENTS:** Eligibility for an appropriate level New York State Driver's License at time of application. Possession of a valid license at time of appointment. This license must be maintained throughout appointment.

Adopted: 1990's

Revised: 01/22/92, 09/27/96, 06/17/99, 06/28/99, 11/09/01, 06/27/05, 04/20/11, 02/21/14

*Title in promotional series: Deputy Sheriff Patrol, Deputy Sheriff Patrol-Sergeant/Deputy Sheriff Sergeant (Technical), Deputy Sheriff Patrol-Lieutenant /Deputy Sheriff Lieutenant (Technical), Deputy Sheriff Patrol-Captain*