

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

## **DEPUTY SHERIFF PATROL- SERGEANT**

**DISTINGUISHING FEATURES OF THE CLASS:** This position involves supervisory law enforcement work at the Oneida County Sheriff's Office. An employee in this class is responsible for the work of subordinate Deputy Sheriff Patrol and for specialized investigation duties. The incumbent's time is divided between actual hands on police work and management/administrative duties. The incumbent works under the general supervision of the Deputy Sheriff Patrol-Lieutenant or the Deputy Sheriff Patrol-Captain. Supervision is exercised over the work of Deputy Sheriff Patrol. The incumbent does related work as required.

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

Assigns and directs the activities of subordinate Deputy Sheriff Patrol;  
Conducts special investigations and makes arrests;  
Reviews and processes complaints and assigns subordinates to conduct investigations;  
Performs the more complex investigations in criminal cases;  
Supervises and investigates accidents and fatalities;  
Takes statements and affidavits from suspects and witnesses, and collects evidence relating to investigations;  
Supervises the maintenance of patrol vehicles;  
Testifies before Grand Jury, County Court and Justices Courts;  
Receives, reads or transmits communications, instructions, and policies;  
May prepare and conduct in-service training as directed;  
Reviews reports prepared by subordinates;  
Makes reports of activities during an assigned shift.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of modern principles and practices of police work; good knowledge of the New York State Penal Law, Code of Criminal Procedures, Vehicle and Traffic Laws and related laws pertaining to police work; good knowledge of the techniques of securing and preserving evidence; good 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; ability to operate a patrol vehicle; physical strength and agility; good judgment; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Three (3) years of experience as a full-time, permanent Deputy Sheriff Patrol.

**SPECIAL REQUIREMENTS:** Possession of a valid and appropriate New York State Driver's license at time of appointment. License must remain valid through duration of appointment.

Adopted: 1990's  
Revised: 12/18/91, 03/07/11, 02/21/14

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