

STOREY COUNTY CLASS SPECIFICATION

DEPUTY SHERIFF

BASIC FUNCTION:

Under the direction of an assigned supervisor and depending upon divisional assignment, performs law enforcement or correctional duties, and related services to safe guard the lives, property and constitutional rights of citizens in the county. Responds to crime and accident scenes, emergency situations and other requests for assistance; detects and apprehends violators; provides for the care and custody of persons incarcerated in the county jail, enforces federal, state, and county laws and ordinances; performs other duties as assigned.

DISTINGUISHING CHARACTERISTICS:

Deputy Sheriff's are sworn law enforcement officers. They may be assigned to patrol, corrections, or investigation duties, and may participate in specialized programs such as the Special Response Team (SRT) or other areas of specialization as the need and/or circumstances arise.

REPRESENTATIVE DUTIES: *(depending upon assignment)*

Patrol designated area of the County to detect or prevent criminal actions and traffic accidents, collect evidence and information and provide general assistance to the public.

Respond to reports of crimes and accidents; assure protection of the crime scene and physical evidence; perform preliminary investigations as required.

Respond to a wide variety of calls from citizens in need of first aid, information and general assistance; check on the health and welfare of frail and elderly citizens as requested by family, friends and neighbors.

Promote and build positive community relations between the citizenry and the department and endeavors to develop collaborative resolution to community issues in an effort to improve quality of life for residents.

Arrest and transport suspects to jail; serve warrants; present evidence and testify in court.

Maintain order over correctional facility and detainees; takes appropriate action to ensure the safety and security of the detainees, the public and other law enforcement and detention personnel.

Transport inmates for court appearances, psychological and medical evaluation and treatment, and other activities that require leaving the jail.

Plan, organize and coordinate the service of a variety of civil process papers and documents throughout the County; assure compliance with established procedures and legal requirements.

Respond to and investigate deaths due to homicide, suicide, accidents, natural or undetermined causes; obtain, preserve and evaluate evidence; determine identity of the victim and cause of death as appropriate. This may be in a criminal investigative capacity, coroner capacity, or both, depending upon the nature of the incident.

Perform bailiff duties as assigned, administering to the needs of the court and maintaining and preserving order in the courtroom to assure that proper decorum is observed by litigants, attorneys, witnesses and spectators; assure the safety and security of jurors as required by law.

Communicate with other County personnel, law enforcement agencies and health care providers to coordinate efforts, resolve problems and exchange information.

Utilize and maintain a variety of specialized equipment such as firearms, police vehicles, radios, baton, handcuffs, flares and field test kits, and other equipment pertinent to the assignment.

Prepare and maintain records and logs related to daily activities as required by the Department; prepare clear and concise incident and investigative reports.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

Deputies must have knowledge of:

- Sheriff's Department organization, policies and directives.
- Principles, practices and procedures used in law enforcement.
- Principles, practices and procedures used in a correctional setting.
- State, County and federal laws and ordinances.
- Recent legislation and court decisions affecting law enforcement and correctional activities.
- Rules of evidence and laws of arrest.
- Interviewing and interrogation techniques.
- Geography of the County and specific areas of assignment.
- Traffic and crowd control techniques.
- Crime scene preservation and investigation methods and techniques.
- Proper use and care of police weapons.
- Correct usage of the English language; grammar, spelling, punctuation and vocabulary.
- Oral and written communication skills.
- Interpersonal skills using tact, patience and courtesy.
- Health and safety regulations.

Deputies must have the ability to:

- Protect the lives, property and constitutional rights of all citizens in the county.

- Maintain current knowledge of the law and modern law enforcement and correctional techniques.
- Analyze situations accurately and adopt an effective course of action.
- Assure the safety and security of county jail inmates and the correctional facility.
- Receive incoming detainees; conduct searches to detect concealed weapons and contraband.
- Escort detainees to and from cells for court appearances, medical treatment, visitation, religious services, conferences, release and other activities.
- Present evidence and testimony in court.
- Respond to crime and emergency scenes and take immediate and appropriate action.
- Communicate effectively both orally and in writing.
- Read, interpret, apply and explain laws, codes, rules, regulations, policies and procedures.
- Understand and work within scope of their authority.
- Relate effectively to people of a variety of cultures, languages, handicaps and socio-economic situations.
- Establish and maintain cooperative and effective working relationships with others.
- Comply with safety standards and regulations.
- Add, subtract, multiply and divide quickly and accurately.
- Maintain records and prepare reports.
- Work independently with little direction.
- Observe legal and defensive driving practices.
- Work confidentially with discretion.

EDUCATION AND EXPERIENCE:

Graduation from high school or GED, and completion of POST (Peace Officer Standards and Training) at an approved basic police academy.

LICENSES AND OTHER REQUIREMENTS:

Valid Nevada POST Certificate and driver's license.

PHYSICAL DEMANDS:

Strength, stamina to sit for long periods of time in a patrol vehicle and to enter and exit the vehicle quickly and frequently; strength, stamina, coordination, and balance to stand and walk for long periods, walk or run over uneven surfaces, bend and reach to conduct inspections, climb ladders, fences and other obstacles, run in pursuit of other individuals, physically restrain uncooperative and violent individuals, drive vehicles in high speed pursuit, carry equipment and supplies, remain alert in a confined space on all shifts and with limited contact with others; vision to see detail in low light; hearing to identify tone signals and perceive conversation and activities; coordination, vision and strength for use of firearms; coordination, vision and dexterity for use of computer terminals.

WORKING CONDITIONS:

Indoor and outdoor environment; possible exposure to gunfire, toxic chemicals, traffic hazards; occasional high speed driving; potential exposure to communicable diseases or physical abuse from hostile or disoriented individuals and adverse weather conditions.

FLSA STATUS: Non-Exempt