

DEPUTY SHERIFF LIEUTENANT

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for all patrol functions on an assigned shift. An incumbent in this class serves as a uniformed supervisor of all patrol activities. The work is performed under the general supervision of a higher ranking officer with leeway allowed for the exercising of independent judgment within the limits of departmental policy. This position differs from that of Deputy Sheriff Sergeant by the virtue of increased supervisory responsibility and independent judgment needed to do the work. Supervision is exercised over various personnel on an assigned shift. Does related work as required.

TYPICAL WORK ACTIVITIES:

Assigns tasks to subordinate staff and reviews performance;
Investigates complaints, allegations or other breeches of discipline or conduct of staff;
Monitors personnel records of staff for compliance with training standards, schedules training as needed, and may serve as a trainer;
Makes periodic inspections of personnel, equipment, facilities, records, reports, inventories, vehicles, and weapons and directs corrective action as necessary;
Prepares a variety of state, federal, local, and internal reports;
Insures that complaints are dealt with promptly and thoroughly within the jurisdiction of the Office of the Sheriff;
Directs patrol activities at raids, riots, serious crimes, fires, disasters or unusual disorders;
Gives information to the public regarding policy and standards of the Office of the Sheriff;
May represent the Office of the Sheriff at meetings, hearings or public gatherings;
Makes arrests, conducts investigations, and testifies in court as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of modern law enforcement administration;
Thorough knowledge of the principles and practices of criminal investigations;
Thorough knowledge of techniques of securing and preserving evidence;
Thorough knowledge of laws governing arrests, rules of evidence, and court procedures;
Ability to instruct and supervise subordinates in law enforcement;
Ability to establish and maintain cooperative relations with other law enforcement agencies;
Ability to deal courteously and firmly with the public;
Ability to communicate ideas clearly, both orally and in writing;

Ability to follow complex written and oral directions;
Ability to instill and maintain good morale and standards; Sound
judgment.

SPECIAL REQUIREMENT: Possession of a valid New York State
driver's license.

SPECIAL REQUIREMENT: Incumbents in this position are required by
the County Legislature to reside within the County of Broome, OR
an adjoining county (TIOGA, CORTLAND, DELAWARE OR CHENANGO) at
all times during their employment in the title.