

## DEPUTY SHERIFF-CAPTAIN

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for supervising the operation of a major division of the Sheriff's Department. An incumbent is responsible for directing, training and evaluating the performance of subordinates in their duties and responsibilities. The work is performed under general supervision with considerable leeway allowed for the use of independent judgment in planning the details of the work. Supervision is exercised over the work of staff of the assigned division. Does related work as required.

**TYPICAL WORK ACTIVITIES:** The typical work activities listed below, while providing representative examples of the variety of work assignments in the title do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Supervises the investigation of crimes, accidents and other miscellaneous happenings;

Supervises the administrative functions of an assigned division including the preparation of all required written reports, especially the necessary arrest and investigation reports;

Directs activities to ensure the prevention of crime and the protection for life and property;

Makes arrests of persons for violations of law;

Enforces all laws and departmental rules and regulations pertaining to the employees and recommends remedial or disciplinary actions for inefficient, incompetent or unsuitable members;

Trains, directs, supervises and evaluates members in their assigned duties;

Participates in labor negotiations as requested and administers labor agreements;

Supervises and operates telephones, radio, teletype, and other miscellaneous equipment;

Assigns tasks to all subordinate staff and reviews performance;

May represent the department at meetings, hearings or public gatherings.

**FULL PERFORMANCE KNOWLEDGES. 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 the geography of the County; thorough knowledge of the principles and practices of supervision; good knowledge of the operation of radio, teletype and other equipment assigned to the department; ability to communicate ideas clearly; ability to understand and follow complex oral and written directions; ability to organize and conduct training activities; willingness to accept responsibility and make decisions; tact; physical condition commensurate to the demands of the position.

**MINIMUM QUALIFICATIONS:**

- A. Two (2) years of experience as a Deputy Sheriff Lieutenant, Deputy Sheriff-Detective Lieutenant, Police Lieutenant, or comparable rank in the New York State Police; **OR**
- B. Six (6) years of experience as a Deputy Sheriff Sergeant, Deputy Sheriff-First Sergeant, Deputy Sheriff-Detective Sergeant, Police Sergeant, or comparable rank in the New York State Police.

Special Requirement: Possession of a New York State Driver License.

Special Note: Pursuant to New York State Civil Service Law Section 58, no person shall be eligible for appointment to any rank above the rank of police officer unless that person has been appointed a police officer from an eligible list established according to merit and fitness or has previously served as a member of the New York State Police.

ULSTER COUNTY  
2425 DS CAPT  
Classification: Competitive  
Union: SOU  
MGT

Adopted: March 14, 1994  
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