

RESERVE DEPUTY SHERIFF

DEFINITION

Under general supervision, to perform law enforcement and crime prevention work by patrolling assigned areas and answering calls and complaints; to serve as bailiff during court proceedings; to investigate incidents and perform identification work; to serve as deputy coroner; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is a fully trained journey level classification for the performance of professional law enforcement work. Incumbents perform a wide range of law enforcement assignments. While an incumbent may be assigned to a specific area of law enforcement, he/she must be capable of performing assignments in other areas.

REPORTS TO

Sheriff Sergeant

CLASSIFICATIONS SUPERVISED

None

EXAMPLES OF DUTIES

Patrols assigned areas and answers calls for protection of life and property; conducts preliminary investigations; interrogates witnesses; gathers evidence and takes statements in connection with suspected criminal activities; substantiates findings of fact in court; serves warrants/civil papers and makes arrests; investigates accidents; assists and cooperates with other law enforcement agencies, responding to incidents, conducting investigations and making arrests; dispatches law enforcement personnel; may guard prisoners while they are on work details; may transport mental health clients; may be assigned to assist with fingerprinting or fingerprint classification work; takes pictures or makes sketches at crime scenes; lifts latent prints and takes plaster casts at crime scenes; searches files for information; keeps firearms and other equipment in good working condition; prepares detailed reports of all activities and incidents; functions as a Deputy Coroner; may be assigned to facilitate communications with other law enforcement agencies; may perform assigned shift responsibilities at the jail and function as a booking officer; may perform staff administrative duties such as training, background investigations, crime prevention, public relations, and school liaison work; may be assigned to conduct follow-up, in-depth investigations for the preparation of charges in criminal cases; may secure search warrants and criminal complaints, preparing detailed reports; may make public speaking engagements at schools, fairs, official meetings and service clubs, serving as a Department spokesperson; may function as an undercover officer to conduct in-depth investigations for the detection and prevention of the sale of narcotics and the arrest of drug offenders.

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TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods in one position; frequently stand, walk, and climb stairs and ladders; walk on sloped, slippery, and/or uneven surfaces; ability to stoop, kneel, or bend to pick up or move objects weighing up to 100 pounds with help; crawl through various areas moving on hands and knees; physical ability to restrain prisoners; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is performed in office, detention facility, courtroom, and outdoor environments; unusual exposure to life-threatening situations; continuous contact with staff and the public.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Modern law enforcement methods and procedures, including patrol, crime prevention, traffic control, bailiff, and basic crime scene investigation.
- Laws of apprehension, arrest, and custody of persons accused of felonies and misdemeanors.
- Rules of evidence pertaining to search and seizure and the preservation and presentation of evidence.
- Laws applicable to the apprehension, retention, and treatment of juveniles.
- Recent court decisions affecting arrest procedures and the handling of suspects and detained persons.
- The general geography and topography of Amador County.
- Use and care of Department authorized firearms.
- First aid techniques.
- Principles of criminal identification and fingerprint classification.

Ability to:

- Perform a wide variety of professional law enforcement work.
- Understand and interpret laws and regulations relating to arrest, rules of evidence, and the apprehension, retention and treatment of prisoners and juveniles.
- Understand and interpret the Code of Civil Procedures and Civil Processes.
- Carefully observe incidents and situations, accurately remembering names, faces, numbers, circumstances, and places.
- Secure information from witnesses and suspects.
- Make independent judgements and adopt quick, effective, and responsible courses of action during emergencies.
- Write clear and comprehensive reports.
- Meet standards of adequate physical stature, endurance and agility.
- Demonstrate proficiency in the use and care for firearms.
- Effectively represent the Sheriff's Department in contacts with the public and other law enforcement agencies.
- Establish and maintain cooperative relationship with those contacted during the course of work.

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Training and Experience: Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience: Previous experience in law enforcement work is highly desirable. Completion of sufficient education and other background to meet P.O.S.T. certification requirements is mandatory. Completion of advanced educational training in criminology, criminal justice, and law enforcement is desirable.

Special Requirements: Graduation from a Peace Officer Standards and Training Commission (P.O.S.T) certified Regular Basic Academy or completion of Module III, Module II and Module I at a Peace Officer Standards and Training Commission (P.O.S.T.) certified Modular Format Academy.

Possession of First Aid and CPR certificates.

Possession of a current and valid California Driver's license issued by the California Department of Motor Vehicles.