

Monterey County

DEPUTY SHERIFF-OPERATIONS

DEFINITION

Under general supervision, to patrol an assigned area and enforce state and local laws, perform crime prevention and crime detection activities, perform community relations activities, and performs other related work as is required.

DISTINGUISHING CHARACTERISTICS

Deputy Sheriff-Operations is a sworn peace officer, journey level job class assigned to the Operations Bureau of the Sheriff's Department. Incumbents appointed at this level must have successfully graduated from a California Peace Officer Standards & Training (P.O.S.T.) approved police academy; or possess a valid California Basic Peace Officer Standards & Training (P.O.S.T.) Certificate.

The class of Deputy Sheriff-Operations is distinguished from the class of Deputy Sheriff-Corrections in that the latter is a journey level, peace officer position responsible to secure, transport and supervise persons confined in the Sheriff's Correctional Bureau facilities, or serve as a Bailiff for the courts.

EXAMPLES OF DUTIES

1. Patrols assigned areas in an automobile, on foot or by other means for the keeping of peace and protection of life and property
2. Issues citations and/or applies proper techniques of arrest, search and seizure in the apprehension of suspects; transports suspects to the County jail
3. Conducts investigations at scenes of accidents and crimes; conducts the identification, preservation and collection of evidence; interviews witnesses to ascertain facts; interrogates suspects involved in or suspected to be involved in crimes
4. Writes and prepares complete and accurate investigative reports, supplemental and follow-up reports as required by law enforcement and departmental policy
5. Determines and keeps informed of the operations and whereabouts of known criminals and suspects, and of their associates, hangouts, modus operandi; and other pertinent information

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6. Develops and maintains good relations with the general public. Exchanges crime-related and general information with other law enforcement agencies
7. Testifies in court based upon evidence uncovered during the course of investigations
8. Controls various groups of people involved in such activities as labor disputes, civil demonstrations or recreation gatherings
9. Serves civil process documents such as subpoenas, summonses, complaints, writs of attachment, execution and restitution

May be assigned to perform specialized law enforcement activities, such as tactical units, search and rescue, and marijuana eradication

May participate in large scale area search parties for persons or evidence.

QUALIFICATIONS

Mandated Requirements

Pursuant to Section 1031 of the California Government Code, positions in this class must meet the minimum requirements established for Peace Officers.

In addition, at the time of hire, and pursuant to Section 832.4 of the California State Penal Code, incumbents must have successfully graduated from a California Peace Officer Standards & Training (P.O.S.T.) approved police academy; or possess a valid California Basic P.O.S.T. Certificate.

Knowledges/Skills/Abilities

A combination of experience, education and/or training which substantially demonstrates the following knowledges, skills, and abilities:

Working knowledge of:

1. Criminal law including the laws of arrest, search and seizure and rules of evidence and crime prevention methods
2. Code of Civil Procedure and the Civil Code of California
3. The operation and maintenance of standard police firearms and equipment; first aid principles and techniques

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4. Correct grammar, spelling and punctuation; proper use of words, sentence structure, paragraph construction in order to write comprehensive narrative reports
5. The principles of human behavior and mediation; criminal attitudes and behavior patterns on the social factors underlying criminal behavior
6. The techniques of criminal investigation and basic identification techniques
7. Court procedures in criminal and civil cases
8. Community resources available for social welfare, mental health, medical care and other public assistance agencies.

Skill to:

1. Communicate orally with all age, social and educational levels, and various ethnic groups within the community
2. Use tact, logical reasoning and sensitivity when dealing with problem of the general public
3. Control volatile situations through command presence, leadership ability and decisiveness
4. Read, comprehend, and apply complex case law, departmental manuals, legal codes, sections, statutes, and procedures.

Ability to:

1. Develop and maintain an effective relationship with departmental personnel, other law enforcement and criminal justice agencies and the general public
2. Adopt quick, effective and reasonable courses of action under stressful adverse and/or emergency conditions.

REQUIRED CONDITIONS OF EMPLOYMENT

As a condition of employment the incumbent will be required to:

1. Successfully pass: 1) A thorough background investigation; 2) Medical examination including a drug screening; 3) Psychological examination; 4) Polygraph examination which includes interrogation about, drug usage, thefts and the accuracy and completeness of the employment application
2. Work flexible hours, shifts, weekends and holidays
3. Possess a California Class C Driver's License by the time of appointment

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4. Work in various locations throughout Monterey County.

PHYSICAL AND SENSORY REQUIREMENTS

The physical and sensory abilities required for this classification include:

- Meeting the requirements under the California Peace Officer Standards and Training (P.O.S.T.) medical criteria prior to appointment
2. Ability pursue a running suspect; jog briskly to the scene of a disturbance or emergency
 3. Ability to physically restrain hostile individuals and physically separate two or more fighting persons with the help of other officers
 4. Ability to develop and maintain manual dexterity, visual acuity and physical strength necessary to demonstrate proficiency with a duty weapon and other equipment as issued
 5. Ability to disarm and subdue suspects or other individuals
 6. Ability to use body force to gain entrance through barriers (e.g. locked doors)
 7. Ability to lift, carry, and drag heavy objects such as disabled persons or equipment
 8. Ability to climb through openings such as windows; and climb over obstacles such as walls or fences; crawl in confined areas
 9. Ability to balance oneself on uneven or narrow surfaces; jump across ditches and streams; pull oneself up over obstacles; and jump over physical obstacles
 10. Ability to climb up elevated surfaces (e.g. stairs); and jump down from elevated surfaces (e.g. roofs)

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11. Ability to sit for long periods of time in a vehicle; walk and stand for long periods.

CLASS HISTORY

Class Code: 36A22
Established: November 1992
Revised:
Former Title: Deputy Sheriff

Bargaining Unit: General
Safety Unit
EEO Category: PS

LJT:gs
4/7/93

Approved by:

[Handwritten Signature]

5/24/93

Date

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DEPUTY SHERIFF-OPERATIONS SPECIAL ASSIGNMENTS

Field Training Officer

(Addendum to Deputy Sheriff-Operations Class Specification)

The assignment of a Deputy Sheriff-Operations as a Field Training Officer shall be made at the sole discretion of the Sheriff and an employee so assigned shall serve in the assignment at the pleasure of the Sheriff. Employees shall receive a salary differential for the period of the assignment.

EXAMPLES OF DUTIES

1. Trains newly hired personnel in areas such as officer safety, legal codes, patrol procedures, emergency procedures, traffic control, public relations, and investigations
2. Completes daily and bi-weekly evaluations on the progress and performance of the newly hired deputy
3. Acts as shift supervisor in the absence of the Sergeant
4. Patrols assigned areas and enforces state and local laws, performs crime prevention and crime detection activities, performs community relations activities and performs the full range of duties associated with the Deputy Sheriff-Operations position
5. Performs patrol duties which are clearly defined in departmental orders and in the written guidelines of the patrol division
6. Performs death investigations in support of the Coroner Division

Knowledges/Skills/Abilities

Working knowledge of:

1. Latest court decisions, legal codes, and applicable laws
2. Department policies and procedures
3. Laws relating to death cases and required procedures.

Ability to:

1. Effectively supervise the work of newly hired deputies
2. Use effective training and instructional techniques in preparing newly hired deputies for the patrol division
3. Adapt the training rate and technique to the deputy's learning capability

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QUALIFICATIONS

Attend a forty-hour training course and obtain a field training certificate issued by the Commission on Peace Office Standards and Training.

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DEPUTY SHERIFF-OPERATIONS SPECIAL ASSIGNMENTS Deputy Sheriff Investigator

(Addendum to Deputy Sheriff-Operations Class Specification)

The assignment of a Deputy Sheriff-Operations as an Investigator shall be made at the sole discretion of the Sheriff and an employee so assigned shall serve in the assignment at the pleasure of the Sheriff. Employees shall receive a salary differential for the period of the assignment.

Participation on the Special Enforcement Detail and Narcotic Units is voluntary. Pursuant to the Monterey County Sheriff Department Manual Sections 232 and 1400, Investigator's volunteering for these units may be required to submit to random drug testing.

EXAMPLES OF DUTIES

1. Conducts complex investigative work related to juvenile and adult criminal offenses and civil cases, secures and preserves evidence, coordinates cases with the District Attorney and other government offices
2. Gathers, assembles, preserves and reports facts in evidence
3. Interviews witnesses of crimes to ascertain the facts and interrogates suspects involved in or suspected of being involved in criminal activities
4. Coordinates witnesses and evidence for trials
5. Assists District Attorney in the preparation of cases
6. Appears in court for hearings and trials.

Knowledges/Skills/Abilities

Working knowledge of:

1. The various methods and techniques used in collecting, compiling, sorting, evaluating and preserving evidence
2. The rules and laws which related to evidence which is admissible in court proceedings
3. The laws of arrest, search and seizure.

Ability to:

1. Obtain information from witnesses and suspects through interviews and interrogation
2. Prepare and present evidence in court proceedings

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3. Prepare clear, concise, and comprehensive reports

QUALIFICATIONS

A minimum of two years as a Deputy Sheriff-Operations with Monterey County Sheriff's Department and possess a combination of experience, education and/or training which would most likely demonstrate required knowledge and ability.

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DEPUTY SHERIFF-OPERATIONS SPECIAL ASSIGNMENTS Deputy Sheriff-Coroner Investigator

(Addendum to Deputy Sheriff-Operations Class Specification)

The assignment of a Deputy Sheriff-Operations as a Coroner Investigator shall be made at the sole discretion of the Sheriff and an employee so assigned shall serve in the assignment at the pleasure of the Sheriff. Employees shall receive a salary differential for the period of assignment.

EXAMPLES OF DUTIES

1. Responds to and conducts complex investigative work in order to determine the cause, mode and manner of death of persons throughout Monterey County.
2. Physically attends the death scene and autopsies in order to photograph, assemble, secure and preserve physical evidence.
3. Interviews witnesses to ascertain the facts surrounding deaths.
4. Locate and make notifications to the next of kin
5. May appear in court for civil and criminal trials as it relates to the investigations of deaths.

Knowledges/Skills/Abilities

Working knowledge of:

1. The various methods and techniques used in collecting, compiling, sorting, evaluating and preserving evidence.
2. The rules and laws which relate to evidence which is admissible in court proceedings.
3. The provisions of the California Government Code Section 27491 and Health and Safety Code, Section 10250, which directs the coroner to inquire into and determine the circumstances, manner and cause of certain types of death.

Skill to use a 35 mm camera in order to photograph death scenes and autopsies.

Ability to:

1. Obtain information from witnesses and suspects through interviews and interrogation.
2. Prepare and present evidence in court proceedings

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3. Prepare clear, concise, and comprehensive reports.
4. Learn medical terminology applicable to death investigations.

QUALIFICATIONS

A minimum of two years as a Deputy Sheriff-Operations with Monterey County Sheriff's Department and possess a combination of experience, education and/or training which would most likely demonstrate required knowledges and ability.