

POLICE SERGEANT

DISTINGUISHING FEATURES OF THE CLASS: The work involves performing patrol duties of a Police Officer and supervising other Police Officers on an assigned shift. Duties are performed under the general supervision of Chief of Police with allowance made for the use of independent judgement in carrying out the duties of the position. Direct supervision is exercised over Police Officers. A Police Sergeant does related work as required.

TYPICAL WORK ACTIVITIES:

- Patrols an assigned area to maintain order and enforce the law;
- Checks on the security of unoccupied business and residential property;
- Investigates suspicious activities and makes arrests for violations of Federal and State laws and local ordinances;
- Supervises subordinate Police Officers during assigned shift;
- Assists other officers in difficult law enforcement situations;
- Has prisoners booked on charges and escorts them to court and to jail;
- Directs traffic and enforces parking and traffic regulations;
- Investigates reports of, and attempts to locate, missing and wanted persons and stolen property;
- Maintains order in crowds at parades and other public gatherings;
- Provides direction and information to the public;
- Broadcasts radio messages, answers telephone;
- Makes criminal and plain clothes investigations as assigned;
- Observes and reports conditions requiring the attention of other departments;
- May be assigned to investigate cases involving neglected, abused, or delinquent children;
- Supervises department during the Chief of Police's absence;
- Maintains shift log.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Good knowledge of modern principles, practices, and techniques of police work; good knowledge of the New York State Penal Law, Vehicle and Traffic Law, Criminal Procedures Law, and other applicable laws, regulations, and ordinances; good knowledge of the local geography; good knowledge of the operation of radio equipment and Police Information Network Computer; skill in the use of firearms; skill in the use of special equipment including police radar and breathalyzers; skill in the operation of a patrol car; ability to supervise the work of others; ability to understand and carry out complex oral and written directions; ability to apply first aid; ability to maintain records; ability to be firm yet courteous with the public; sound judgement; good powers of observation and memory; physical condition equal to the demands of the position.

MINIMUM QUALIFICATIONS: Permanent appointment from a civil service eligible list as a Police Officer in New York State or prior service in the New York State Police and two years of full time experience as a Police Officer or its part-time equivalent.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Amended: 10/23/86