

DEPUTY SHERIFF SENIOR INVESTIGATOR

DISTINGUISHING FEATURES OF THE CLASS: This is a law enforcement position of a moderately complex nature which involves investigations as assigned to include the identification and collection of evidence as well as the supervision of other Deputy Sheriff's or Investigators. The duties are performed in accordance with Federal, State and local laws, rules, regulations and ordinances. Employees of this class work directly under the Sheriff and their work is done independently or as a member of a team on unresolved investigations or to enhance solved cases. Assignments are received from, and priorities are set by the Sheriff. The nature of the work requires that incumbents may perform the duties at irregular hours, including the evening, on weekends and may be on call 24 hours a day. Employees in this position are held accountable for the actions of those department members working under their supervision. Incumbents work any and all assignments as directed by the Sheriff. Does related work as required.

TYPICAL WORK ACTIVITIES:

- Investigates suspected or reported crimes such as felonies, attempted felonies, unresolved misdemeanors, and other investigations as assigned;
- Directs investigation activities at a crime site;
- Collects, organizes, and analyzes evidence for admissibility using standard and covert techniques such as interviewing witnesses, complainants and victims, searching records, surveillance of persons, property and activities and corresponding with other law enforcement agencies;
- Analyzes criminal events to determine patterns and trends in criminal occurrences;
- Conducts interrogation of suspects to obtain information;
- Maintains written records and related materials on cases under investigation, keeping notes on investigative activities and findings;
- Organizes materials and submits written reports or makes presentations on all activities, progress and final determinations of investigations;
- Apprehends and arrests persons suspected of committing crimes;
- Works in conjunction with the District Attorney's office;
- Prepares and presents testimony and evidence to superiors or in court, supporting charges made against a suspect;
- Motivates, provides emotional support, and prepares witnesses for testimony in court and assures their presence, if required;
- Does confidential investigations for Sheriff as required reporting directly to Sheriff;
- May assist in training programs as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERFORMANCE CHARACTERISTICS:

Good knowledge of modern principles and practices of law enforcement; good knowledge of the generally accepted techniques of investigation; good knowledge of the rules of evidence; good knowledge of what constitutes evidence; good knowledge of the methods for safeguarding evidence; good knowledge of New York State law including Penal Law, Criminal Procedure Law, Vehicle and Traffic Law, Alcohol and Beverage Control Law, the Family Court Act, and local laws, rules, regulations and ordinances; good knowledge of weapons and their capabilities; ability to establish and maintain sources of information; ability to identify, collect and secure evidence and records; ability to supervise the work of others; ability to analyze and evaluate evidence and identify inconsistencies or conflict in information; ability to interview and interrogate people; ability to give clear and accurate testimony, skill in the use of a firearm; skill in the powers of good observation; skill in effective oral and written communication; good judgment; integrity; physical condition commensurate with the demands of the position.

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MINIMUM QUALIFICATIONS:

Two years of experience as an Investigator in a Sheriff's Department or other law enforcement agency.

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