

DEPUTY SHERIFF CRIMINAL INVESTIGATOR

DISTINGUISHING FEATURES OF THE CLASS: Work involves professional investigation of major crimes, offenses and criminal complaints. Responsibilities include securing crime scenes and evidence, researching facts and information by interview, observation and investigation, and recording information and preparation of reports and related documentation. Duties require extensive field work, attention to detail and professional level handling of information intended for use in criminal proceedings. Work is performed under direct supervision of a Senior Criminal Investigator or other higher level staff. Supervision may be exercised over deputies as assigned. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Investigates all felonies including narcotics, burglaries, homicides, rapes, arson, fraud, assaults and grand larcenies;
Interviews suspects, witnesses and complainants in an effort to obtain relevant information relating to the investigation and offenses against the law;
Secures evidence such as statements of witnesses, documents, records, latent fingerprints, exhibits, photographs and affidavits required for the arrest of individuals and the indictment and prosecution of cases;
Evaluates information gathered and makes conclusions based upon it;
Conducts surveillance of suspected criminals and criminal locations from unmarked and surveillance vehicles, at times in an undercover capacity;
Executes warrants as directed by the courts, arresting suspects or violators;
Processes crime scenes for latent prints;
Photographs crime and accident scenes and other incidents as directed;
Prepares reports and testifies in local, Superior and Federal Courts regarding the investigations conducted and evidence collected;
Works with other law enforcement agencies (i.e., Federal, State) regarding investigations;
Compiles and maintains a variety of written factual reports and records in order to document activities and retain information useful in future and/or continuing investigations;
May operate and maintain color and black and white photographic processing equipment;
May maintain and store all evidence, valuables and property held by the department;
Performs a variety of related activities as required.

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Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of modern police procedures, law enforcement and investigation techniques; good knowledge of New York State Penal Law, Vehicle and Traffic Law, Criminal Procedures Law and other applicable laws, regulations and ordinances; good knowledge of the techniques utilized to preserved crime scenes during investigations; good knowledge of the geography of the County, good oral and written communication skills; familiarity with the operation of radio equipment; skill in the use of firearms; ability to comprehend written material; ability to effectively deal with the public; sound judgment and keen powers of observation; initiative; integrity; tact and courtesy.

MINIMUM QUALIFICATIONS:

Two (2) years of experience as a Deputy Sheriff.

SPECIAL REQUIREMENT:

Access to transportation is required to perform field work responsibilities in a timely and efficient manner.