

BLAINE COUNTY

206 S 1st Ave, Suite 300, Hailey, Idaho 83333

Job Description

Job Title: Patrol Deputy

Department: Blaine County Sheriff's Office

Reports To: Patrol Sergeant

FLSA Status: Full-Time (40 hrs/wk)/Non-Exempt

Pay Grade: 9

Sheriff's Office Mission Statement:

The men and women of the Blaine County Sheriff's Office are committed to being a professional organization dedicated to the concepts of personal excellence, continuous improvement, teamwork, and service to our community. We take pride in our organization, our professional accomplishments, and our abilities to make Blaine County a safe place to live, work and play.

General Statement of Duties:

A Patrol Deputy preserves the public peace, protects life and property, prevents crimes, arrests violators of the law, and enforces laws and ordinances within Blaine County.

Primary Job Responsibilities:

- Provides outstanding customer service to all customers, at all times
- Responds to and serves the public with courteous goodwill
- Maintains a highly visible presence within the community to deter crime, maintains good community relations, and provides an identifiable source for citizens to go to for assistance, protection, and service
- Enforces all traffic laws and ordinances and issues warnings or citations for violations
- Ensures compliance with the policies and procedures of patrol activities
- Initiates, performs, and assists with probable cause arrests in compliance with all county, state, and federal standards; Uses handcuffs, other restraints, and use of force if necessary to subdue resisting suspects using approved maneuvers, weapons, and methods
- Pursues fleeing suspects and performs rescue operations which may involve quickly entering and exiting law enforcement patrol vehicles; lifting, carrying, and dragging heavy objects; climbing over and pulling up oneself over obstacles; jumping down from elevated surfaces;

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climbing through openings; jumping over obstacles, ditches, and streams; crawling in confined areas; balancing on uneven or narrow surfaces and using physical force to gain entrance through barriers

- Responsible for loading, unloading, aiming, and firing handguns, rifles, and other agency firearms from a variety of body positions under conditions of stress that justify the use of deadly force and at levels of proficiency prescribed in certification standards
- Demonstrates skill in the use, care, and security of firearms and other law enforcement equipment
- Performs searches of people, vehicles, buildings, and areas
- Participates in surveillance situations as directed to search for suspects or witness criminal activity
- Engages in law enforcement patrol functions that include such things as working rotating shifts, walking on foot patrol, and physically checking the doors and windows of buildings to ensure they are secure
- Detects, collects evidence, and creates documentation that provides the basis of criminal offenses and infractions and that indicates the presence of dangerous conditions
- Responds professionally when confronted with the hostile views and opinions of the public, suspects, and others encountered in an antagonistic environment
- Performs rescue functions at accidents, emergencies, and disasters including directing traffic, administering emergency medical aid, moving people from dangerous situations, securing or evacuating people from particular areas, and extinguishing small fires
- Processes and transports individuals in custody, prisoners, and committed mental patients using handcuffs and other appropriate restraints; maintains the security of any individual in custody at all times
- Properly utilizes issued personal safety equipment as appropriate to the incident
- Provides crisis intervention functions to include counseling, suicide prevention, recognizing abnormal behavior, and taking appropriate action
- Reads computer and camera screens, court and other legal and non-legal documents distinguishes colors, and exercises a full field of vision
- Assists stranded motorists and checks for wanted vehicles and persons.
- Searches for lost, missing, or drowned persons.
- Serves a variety of civil papers such as subpoenas, complaints, protection, no-contact orders, etc.
- Testifies professionally in court
- Assists other law enforcement agencies in responding to calls for service
- Uses deadly force if the situation warrants
- Performs other related duties as assigned

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Job Specifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job responsibilities provided the individual can meet the Idaho POST Academy professional standards.

Education and Work Experience:

- A High School Diploma or GED equivalent is required
- A college education is preferred
- Must have a minimum of two (2) years of any combination of responsible work experience, military service, education, or any other productive activity
- Must meet all BCSO Minimum Standards, Hiring Qualifications, and Training Standards
- Must pass all phases of the hiring process including written and physical examinations, background investigation, polygraph, and interviews
- Must Pass all other required training qualifications or certifications per position
- Successful completion of FTO training is required
- Deputy must receive POST Patrol Academy basic certificate within twelve (12) months of hire
- Firearm certification is required

Language Skills:

- Effectively communicates orally, in writing, and over law enforcement radio channels by giving information and directions, mediating disputes, and advising of rights and processes
- Reads and comprehends legal and non-legal documents, including the preparation and processing of such documents as citations, affidavits, and warrants
- Ability to prepare investigative and other reports, including sketches, using appropriate grammar, symbols, and mathematical computations

Mathematical Skills:

- Ability to work with basic mathematical concepts and apply concepts to practical situations

Reasoning Ability:

- Exercises independent judgment in determining when there is reasonable suspicion to detain when probable cause exists to search and arrest, when force may be used, and to what degree
- Gathers information in criminal investigations by interviewing and obtaining the statements of victims, witnesses, suspects, and confidential informers

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Other Knowledge, Skills, and Abilities:

- Basic knowledge of law enforcement procedures and techniques, state law, and local ordinances
- Knowledge of personal computers, word processing applications, calculators, and general office equipment
- Ability to prioritize multiple tasks and manage workload; establish and maintain effective working relations with co-workers, the public, inmates, and representatives from other local, state, and Federal agencies
- Ability to compile data for reports, compose correspondence, and interpret a variety of instructions furnished in written, oral, diagram, or schedule form
- Ability to exercise good customer relations
- Ability to solve practical problems and deal with a variety of situational variables in situations where only limited standardization exists
- Ability to perform primary job duties with efficiency and accuracy
- Ability to perform a high level of multiple tasks simultaneously under stress
- Ability to pass all firearms qualifications, Taser, straight stick, and O.C. spray certifications
- Ability to work in a confined space with stressful/dangerous conditions
- Ability to meet deadlines
- Ability to maintain confidentiality
- Must possess a valid Idaho Driving License

Essential Physical Abilities:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions provided the individual can work in stressful/dangerous conditions and can meet POST and department physical standards. The employee is regularly required to:

- stand, walk, sit, and drive
- use hands to finger, handle, or feel
- reach with hands and arms
- quickly enter and exit patrol vehicles
- climb over and pull oneself over obstacles
- jump down from elevated surfaces
- speak and hear in person, by telephone and by radio, etc.
- see and memorize i.e. documents, monitors, cameras, etc.
- climb, balance and stoop, kneel, crouch, or crawl
- must frequently lift and/or carry up to 25 pounds
- lift, pull or drag 200 lbs.

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- physically restrain violent or resisting individuals
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus

Working Environment

- Working as a Patrol Deputy can be stressful (emotional/mental) and dangerous. Deputies must be able to work rotating shifts including various hours of the day and night, weekends, and holidays
- May be exposed to unclothed individuals of either sex or deceased persons
- The position requires mobility in the external working environment under adverse conditions
- Operates a law enforcement vehicle during both the day and night, in emergencies involving speeds above posted limits, in congested traffic, and potentially dangerous road conditions caused by factors such as fog, smoke, rain, ice, and snow
- Life-threatening conditions are possible

Equal Opportunity Employer:

Blaine County is an Equal Opportunity Employer (EOE). Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, disability, or veteran status.

This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities, and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required. The employee may be asked to perform other duties as required.

I have read and understood the contents of this Job Description, and I have received a copy of this Job Description for my records.

Print Employee Name: _____

Employee Signature: _____

Date: _____