Job Description Class Code: 326

## **DEPUTY SHERIFF**

**<u>Definition</u>**: Under general supervision, performs routine patrol, preliminary investigations, traffic control, and a variety of assignments, including the enforcement of laws and ordinances.

**Essential Functions:** (Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledges, skills, and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.)

## Tasks:

Responds to calls, involving stolen vehicles, vehicle accidents, robberies, domestic violence situations, disturbances, felonies, assaults, and service calls; secures accident or crime scenes; administers first aid, conducts preliminary investigations, collects and secures evidence; identifies and interviews witnesses and victims; interrogates suspects and criminals; subject to cause apprehends, detains, searches, and/or sites or arrests for civil and criminal law violations; transports and books arrestees.

Transports prisoners to and from County jail, court and prison; patrols assigned residential and commercial roadways and areas; surveys traffic; serves criminal and civil subpoenas and summons; checks and investigates the backgrounds of applicants and suspects; initiates and/or assists in the investigation of crimes; documents, prepares, and files detailed investigative and activity reports; prepares case reports and testifies in court as a witness; participates in search and rescue; assists stranded motorists.

## **Knowledges, Skills, and Other Characteristics:**

Knowledge of law enforcement methods, practices, and procedures.

Knowledge of applicable case law in the areas of arrest, probable cause, and search and seizure.

Knowledge of department procedures, rules, and regulations.

Knowledge of the geography, roads, and streets of Santa Cruz County.

Skill in basic law enforcement methods, practices, and procedures with the ability to recall and apply in specific situations.

Skill in dealing courteously but firmly with people.

Skill in applying good judgment and making effective decisions under pressure.

Skill in the use of firearms and other law enforcement equipment.

Skill in preparing clear, comprehensive, and accurate reports.

Skill in administering first aid and CPR.

<u>Qualifications:</u> Arizona P.O.S.T. certification, driver's license, high school diploma or equivalent. Successful completion of a criminal history check, background check, psychological examination, and polygraph examination.

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