

POLICE CAPTAIN (PROM)
NYS #70-707 RC/EL #20145

A \$30 non-refundable application filing fee is required. A check or money order made payable to the Rockland County Commissioner of Finance must accompany the application. Please refer to Supplement A for further information regarding the application filing fee.

Examination to be held **October 17, 2020**; Last filing date **September 25, 2020**

1. If applying in person, completed applications must be received in the Department of Personnel no later than 5 PM EST on the last filing date.
2. If applying on-line, completed applications must be submitted by 11:59 PM EST on the last filing date.
3. If applying by mail, completed applications must be postmarked no later than the last filing date.

VACANCY: Anticipated in the **Town of Orangetown.**

For this promotion examination, eligibles can be appointed only in the jurisdiction in which they are presently employed.

SALARY: In accordance with the appropriate labor agreement.

WHAT THE JOB IS LIKE: This is a supervisory and administrative law enforcement position of a moderately difficult nature with responsibility for assisting in the direction and administration of the operations of a police department and with direct responsibility for the protection of life and property in the absence of the Police Chief. General supervision is received from the chief and supervision is exercised over a number of police officers. Does related work as required.

MINIMUM QUALIFICATIONS: You must be currently employed by the **Town of Orangetown** and have at least six months of permanent competitive class status there as a Police Lieutenant, within a period of three years immediately preceding the date of the written examination.

SUBJECT OF WRITTEN EXAMINATION:

1. **Law enforcement methods and practices** - These questions test for knowledge of accepted police methods and practices and/or their application to situations in the police field. The questions are a sampling of the various knowledge that police personnel may be required to possess in the course of their day-to-day work-related activities.
2. **New York State Laws – Police** - These questions test for knowledge of the laws in effect on January 1, 2020 that law enforcement personnel may encounter in the course of their day-to-day work-related activities. The questions are a sampling of job-related sections of the Penal Law, Criminal Procedure Law, Vehicle and Traffic Law, Family Court Act and other laws relevant to law enforcement in New York State.
3. **Preparing written material in a police setting** - These questions test for the ability to prepare the types of reports that police officers write. You will be presented with a page of notes followed by several questions. Each question will consist of four restatements of the information given in the notes. From each set of four, you must choose the version that presents the information most clearly and accurately.
4. **Understanding and interpreting written material** - These questions test how well you comprehend written material. You will be provided with brief reading selections and will be asked questions about the selections. All the information required to answer the questions will be presented in the selections; you will not be required to have any special knowledge relating to the subject areas of the selections.
5. **Planning, supervising and administering police programs and activities** - These questions test for knowledge of the principles and practices involved in managing an organizational segment of a police department in New York State and directing the activities of subordinate staff, including subordinate supervisors. These questions cover such areas as planning, controlling, directing, organizing, and coordinating the activities of the organizational section. Questions also cover the personal interactions between an upper-level supervisor and subordinate supervisors in the accomplishment of objectives and deal with issues of work assignments, job performance, and training.

USE OF CALCULATORS IS PROHIBITED FOR THIS EXAMINATION

STUDY GUIDE AVAILABLE: “A Guide for the Written Test for Second – and Third-Line Police Supervisors” is available at the New York State Website: <https://www.cs.ny.gov/testing/testguides.cfm> or at the Rockland County Website: www.rocklandgov.com. If you do not have access to the internet, you may call or write our department at Rockland County Department of Personnel, 50 Sanatorium Road, Building A, Pomona, NY 10970, (845) 364-3737 to obtain a copy.