

## **CORRECTION LIEUTENANT**

**DISTINGUISHING FEATURES OF THE CLASS:** This is security work of complex nature which involves the overall supervision of the security activities of the Rockland County Jail on an assigned shift. In addition, an employee in this position may act as overall supervisor of the jail facility. Incumbents of this position are sworn Peace Officers as defined in the New York State Criminal Procedure Law. All Correction Lieutenants are required to carry a firearm and other necessary equipment (e.g. handcuffs). The work is performed under the general direction of an officer of higher rank and in conformance with policies and procedures of the department with latitude for independence of judgment. Supervision is exercised over a number of Correction Sergeants. Does related work a required.

### **TYPICAL WORK ACTIVITIES:**

Directs and oversees the activities of subordinate security officer personnel in the custody of jail inmates, enforcing rules and maintaining order;  
Supervises the maintenance of a variety of records including commitments, releases, bails and fines, daily log and inmate and medical records;  
Evaluates and assigns staff;  
Provides training for subordinates as required;  
May act in place of higher-ranking officers when necessary.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of prisoners custody and security practices and procedures; thorough knowledge of record-keeping practices within the jail; ability to supervise the work of personnel in a lock-up facility; ability to deal effectively with prisoners especially in times of emotional disturbance and physical violence; ability to deal effectively with other law enforcement agencies and agents, attorneys and the public.

**MINIMUM QUALIFICATIONS:** Two (2) years of permanent status as a Correction Sergeant.

### **SPECIAL REQUIREMENTS:**

1. Completion of the Commission of Corrections Basic Training Program for Correction Officers and the Commission of Corrections Supervisory Training Course is required prior to permanent appointment.
2. Possession of a valid New York State motor vehicle license at the time of appointment. Maintenance of a valid license is required for retention of employment in this title.

**CONDITION OF EMPLOYMENT:** Must be legally authorized to possess a firearm throughout the course of employment.