

## **PATROL LIEUTENANT**

**DISTINGUISHING FEATURES OF THE CLASS:** This is supervisory work of a complex nature involving directing the activities of the Sheriff's Patrol on a shift or directing a specialized unit or activity as assigned by the Chief of Patrol. Supervision is exercised over Patrol Officers and Patrol Sergeants directly or by inspection and reports. Incumbents in this position are sworn Deputy Sheriffs as defined in the New York State Criminal Procedure Law. All Patrol Lieutenants are required to carry a firearm and other necessary equipment (e.g. handcuffs). The work is performed according to regulations and under the general supervision of the Chief of Patrol. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Prepares and reviews orders and assigns personnel;  
Hears complaints of a more serious nature and initiates appropriate actions;  
Checks related reports, complaints and other data compiled while squad was on duty;  
Provides instruction in a variety of technical procedures appropriate for the Sheriff's Patrol;  
Makes sure details and duties are completed;  
Performs and assists in administrative duties as assigned;  
May handle special details and responsibilities such as investigations, coordinating vehicle maintenance, weapons and tactical unit command, and special department projects such as training of a special unit, etc.

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

Thorough knowledge of New York State criminal law and penal law; thorough knowledge of department procedures; thorough knowledge of principles and practices of police work and of local laws and ordinances; good knowledge of supervisory principles and practices; ability to deal effectively with subordinates and the public; ability to prepare clear written reports and maintain records; ability to understand and carry out oral and written directions; ability to perform routine administrative tasks.

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

**SPECIAL REQUIREMENT:** 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.