

## **PATROL OFFICER (SPANISH SPEAKING)**

**DISTINGUISHING FEATURES OF THE CLASS:** This is primarily routine patrol work, but emergencies require the exercise of sound independent judgment. The work is distinguished from that of a Patrol Officer in that some of the duties performed in this position require the incumbent to possess speaking and reading ability in Spanish at the fluency level indicated in the Note below. Incumbents in this position are sworn Deputy Sheriffs as defined in the New York State Criminal Procedure Law. All Patrol Officers (Spanish-Speaking) are required to carry a firearm and other necessary equipment (e.g. handcuffs). The work is performed in accordance with specific regulations and procedures and under the supervision of an officer of higher rank. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Patrols an assigned area on foot or in a patrol car;  
Checks unoccupied property;  
Investigates suspicious activities and makes arrests for violations of law and ordinances;  
Books prisoners and escorts them to jail and to court;  
Watches for and investigates stolen cars and property and wanted or missing persons;  
Directs traffic and checks vehicles for overtime parking;  
Maintains order at public gatherings;  
Answers questions for and directs the public;  
Broadcasts radio messages and may operate a teletype;  
Prepares and submits daily reports on activities;  
Conducts criminal investigations when assigned as a detective;  
May be trained in and perform a variety of criminal identification work (e.g. fingerprinting, photography, etc.).

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

Ability to deal effectively with people; ability to understand and carry out difficult oral and written instructions; ability to prepare written reports; familiarity with first aid techniques; familiarity with firearms; ability to learn various criminal identification procedures and techniques; good judgment; good powers of observation and memory; good social and general intelligence; mental alertness.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma and two (2) years of either:

- a. satisfactory full-time paid work experience (work experience while a full-time high school student is not qualifying); or
- b. active military service; or
- c. education beyond high school when enrolled in a minimum fifteen (15) credit-hour semester; or
- d. any equivalent combination of (a), (b), and (c) acquired at different periods of time- not concurrently.

### **SPECIAL REQUIREMENTS:**

**Age:** Minimum is twenty (20) as of the date of appointment.

(over)

**Physical and Medical:** Minimum physical and medical standards as prescribed by the Municipal Police Training Council of the State of New York. Current specific standards are available from the Examinations Unit of the Department of Personnel.

**License:** Possession of a valid New York State motor vehicle license. Maintenance of a valid license is required for retention of employment in this title.

**Residence:** County of Rockland.

**Training:** Satisfactory completion of the municipal police basic training program, as required by the General Municipal Law (Section 209-q). See also Rockland County Civil Service Rule XVI, paragraph 10, which provides that the appointment of a police officer shall not become permanent until such training requirements are satisfied.

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

**NOTE:** Incumbents are expected to possess a Level II proficiency in Spanish (as defined by the Local Examination Division of the State of New York Department of Civil Service) which requires that the incumbent: be able to speak the language with sufficient structural accuracy and vocabulary to participate effectively in most formal and informal conversations on practical, social and professional topics not requiring specialized vocabulary (e.g., technical engineering, medicine, etc.); can discuss particular interests and special fields of competence in general terms with reasonable ease; possess adequate comprehension to normal rate of speech; has good control of grammar and errors do no interfere with understanding; can read with understanding standard newspaper, correspondence and official documents.