

GENESEE COUNTY

POLICE DETECTIVE - SERGEANT

DISTINGUISHING FEATURES OF THE CLASS: This is an important law enforcement position involving the responsibility for directly supervising the activities of incumbents in the titles of Police Detective and Police Detective-Youth according to policies and procedures established by the Chief of Police. Additionally, an employee in this class shall assist Police Detectives with difficult and unusual investigations as well as managing the administrative matters pertaining to the operations of the Detective Bureau. The incumbent receives General Supervision from the Chief of Police, and is expected to exercise good judgment in making decisions within the parameters of his normal assignments. Does related work, as required.

TYPICAL WORK ACTIVITIES:

Supervises Detectives and assists them in handling difficult and unusual investigations as well as complex follow up interviews;

Assists prosecuting attorneys in case preparation and testimony for grand jury and trial;

Conducts and participates in surveillance and undercover investigations;

Monitors manpower and work load levels as they pertain to Detective Bureau operations;

Takes command of the investigative activities of all police department personnel at the scene of a major or serious crime;

Oversees pre-employment and pre-promotion personnel investigations;

Conducts disciplinary and internal affairs investigations;

Maintains investigative files, fingerprint records and disposes of evidence materials and property files in accordance with law and department policy and procedure;

Prepares and submits periodic reports and records concerning Detective Bureau activity;

Participates in departmental planning activities.

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statement of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND/OR PERSONAL CHARACTERISTICS:

Thorough knowledge of the New York State Penal Law, Criminal Procedures Law and the motor vehicle and traffic laws; thorough knowledge of investigative techniques, as well as what documents are available for inspection and what constitutes an illegal invasion of privacy; good knowledge of the rights and protections provided to individuals by the Constitution of the United States as they relate to the New York State Laws; good knowledge of the techniques of photography, latent fingerprint search, fingerprint classification and other law enforcement I.D. techniques; good knowledge of the modern principals and practices of police work; ability to develop sources of information using discretion in obtaining and releasing information; integrity; good language and writing skills; physical condition and skills commensurate with the demands of the job.

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Page 2

MINIMUM QUALIFICATIONS:

PROMOTION:

- A. Two (2) years of permanent, competitive status as a Police Sergeant within the jurisdiction where the promotion is sought;
- OR:**
- B. Three (3) years of permanent, competitive status as a Police Detective or Police Detective-Youth within the jurisdiction where the promotion is sought.

SPECIAL REQUIREMENT: Possession of a valid New York State Operator's license at the time of appointment, and maintenance of such license throughout the tenure of employment in the position.

All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Competitive Class
Adopted 10/10/93
Revised 4/2/03
Revised 2/24/17