

7. Works with and maintains close relationship with all law enforcement and support agencies, both locally and throughout the law enforcement community, and participates in efforts regarding interagency coordination and cooperation. (EE)
8. Performs public relations related work as required, informs the public about public safety issues and represents the Sheriff's Office with the public. (EE)
9. Conducts searches for lost or missing persons and assists in rescue missions and other tasks relating to search and rescue activities. (EE)
10. Investigates traffic crashes and administers first-aid as needed. (EE)
11. Performs other duties as assigned to accomplish the objectives of the position.

OTHER DUTIES OF POSITION

The duties of the Criminal Division Patrol Deputy can be changed as needed to serve the goals of the Sheriff's Office. The statements contained herein reflect general details as necessary to describe the principal functions of the position. They **should not** be considered an all-inclusive listing of work requirements.

REQUIREMENTS FOR POSITION

Experience and Training

- Must possess an equivalent to graduation from high school, either a diploma or GED.
- A college degree in criminal justice or a related field, or prior experience, job related training or certifications that would enable performance of the position is preferred.
- Must possess a valid driver's license and a good driving record.
- Must pass a written test, physical test and examination, vision and hearing tests, a psychological examination, and an extensive background check.
- Requires certification through the Oregon Department of Public Safety Standards and Training (DPSST) within one year of employment
- Must successfully complete the agency Field Training and Evaluation Program, and must maintain all DPSST training requirements.
- Must be free of conviction for a crime other than a minor traffic violation.
- Dishonorable or undesirable discharge from the military is cause for disqualification.

Knowledge, Skills and Abilities

- Requires the ability to carry out the full scope of the position, including a general knowledge of law enforcement practices, procedures and methods.
- Ability to learn and adapt quickly.
- Ability to evaluate and analyze facts.
- Ability to communicate effectively.
- Sufficient writing skills to prepare reports and related documents.
- Sufficient communication and human relation skills to effectively and successfully deal with various members of the public, to employ appropriate lines of questioning and resolve conflicts.
- The ability to establish and maintain effective working relationships with management, fellow employees and with citizens from varied backgrounds.
- The ability to cope with stressful situations while respecting individual rights.
- The ability to work in a variety of indoor and outdoor environments, climates and inclement weather conditions.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

While performing the duties of this job, the employee is frequently required to walk, run, sit, bend, talk and hear. The employee is required to use hands to handle and/or operate objects, weapons, tools, or controls; and reach with hands and arms. Requires sufficient hand/eye coordination to operate police equipment, weapons and apparatus; visual acuity necessary for performing necessary functions of the job; ambulatory ability to walk and sufficient strength to perform all functions of the job, including the ability to subdue a resistive or combative individual; requires speech and auditory abilities sufficient to carry on conversations and project voice among large crowds; sufficient hand/eye coordination to operate a computer keyboard and recognize words and numbers.

The employee may occasionally lift and/or move over 50 pounds. Requires satisfactory visual and auditory abilities, whether corrected or uncorrected, to perform all aspects of the job.

TOOLS AND EQUIPMENT USED

Police equipment, weapons, tools, radios and other apparatus; computers and computer programs, including word processing, data base, Internet, and spreadsheet programs; cellular devices and applications; calculator, telephone, copy machine, fax machine and others.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee works in wide variety of indoor and outdoor environments, and all weather conditions, which may include adverse conditions. The noise level in the work environment can range from quiet to very loud.

This description covers the most significant essential and auxiliary duties performed but does not include other occasional work which may be similar, related to, or logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee's Signature/Date