



Pennington County Deputy Sheriff II (Non-Exempt B31)

Position Objective:

As a representative of the Sheriff, the Deputy Sheriff II protects life and property for the citizens of Pennington County. The Deputy Sheriff II promotes positive relationships with the public and works to strengthen relationships with other professional organizations. As a seasoned member of the law enforcement team, the Deputy Sheriff II is held to a higher standard of conduct and expectation than less senior deputies. This includes acting as a mentor, role model and coach for the betterment of the agency.

Essential Functions:

- Directing personnel on scene and/or in response to a call for service in absence of a supervisor.
- Determining response for citizen complaints, unusual or complex matters in absence of a supervisor.
- Providing positive and constructive feedback to address deputy behavior. Reporting that information for more formal response to the supervisor.
- Advising less senior deputies on policy, procedure, codified law and appropriate situation response.
- Patrolling the county for prevention and suppression of crime, enforcement of laws (federal, state and local) and ordinances, investigation of illegal or suspicious activities and ensuring the protection of life and property.
- Responding to calls relayed by radio, including but not limited to: domestic disputes, arrests, burglaries, traffic accidents, lost or missing persons, and stranded motorists.
- Carries out investigations of assigned cases; collects evidence; identifies and apprehends offenders; interviews complainants; victims; witnesses and suspects; conducts follow-up investigations as required.
- Responding to crime scenes; examines crime scene to identify and collect evidence; photographs scenes; lifts fingerprints and makes composites.
- Locating and making physical arrests of law violators or active warrant subjects.
- Interviewing witnesses/suspects, preparing written reports, and appearing in court as a witness.
- Transporting or escorting prisoners to courtrooms, prisons/jails or medical facilities.
- Serving civil process and court orders.
- Preparing legal documents, reports, affidavits, citations, memorandums and other job-related documents as required.
- Performing data entry of required information in records management system.
- Attending and preparing community policing events and programs.
- Attending meetings and trainings as required
- Maintaining ability to testify as a credible witness in court.
- Adhering to policy and procedures
- Performing additional duties as assigned.

This job specification should not be construed to imply that these requirements are the exclusive duties of the position. Incumbents may be required to follow any other instructions, and to perform any other related duties, as may be required.

Experience and/or Education Required:

- Four years' experience as a sworn law enforcement officer with two years minimum experience with the Pennington County Sheriff's Office as outlined in Global Policy 2-95. Passing score of on written selection exam.
- HS Diploma or GED required
- Minimum 21 years of age
- No felony conviction to include sealed or suspended records
- No simple assault or domestic violence conviction to include sealed or suspended records
- Eligible for employment through background screening disqualifiers as listed in Sheriff's Office Global Policy 2-23.
- Able to meet minimum age and gender standards of the Cooper Physical Agility Test
- Eligible for basic officer certification or reciprocity through the State of South Dakota Law Enforcement Training and Standards Commission.
- Possession of or ability to readily obtain a valid South Dakota Driver's License within 90 days of moving to South Dakota.

Working Environment:

Work is typically performed in office, patrol vehicle and outdoors. This will include all weather conditions to include inclement. The work requires the use of specialized law enforcement equipment to include the potential use of deadly force and being equipped with a firearm. The working environment requires standardized dress as outlined in Global Policy 3-10. This position may require extended periods of standing or sitting. May be exposed to hazardous conditions, extreme weather conditions, infectious diseases, air and water borne pathogens, body fluids, combative and assaultive suspects and criminals. This position is staffed 24 hours a day, 7 days a week requiring shift work and on-call needs.

Physical Requirements:

The Deputy Sheriff position requires the ability to see, hear, speak, smell, operate a motor standing, walking, bending, stooping, running, heavy lifting and carrying, and safely and effectively using issued equipment. Deputies must be physical capable of lifting/moving up to 100 pounds. This position will be exposed to consistent radio traffic and high volumes of noise