

NOTICE OF VACANCY

DEPARTMENT: Office of the Sheriff
TITLE: Chief Deputy (Operations)
GRADE/SALARY: 43M - \$73,401 Plus Excellent Benefits

THIS IS A NON-COMPETITIVE CIVIL SERVICE POSITION.

DISTINGUISHING FEATURES OF THE CLASS: This position involves assisting the Sheriff and Undersheriff with planning, administration and supervision of the Oneida County Sheriff's Department Law Enforcement Division, Civil Division, Court Security, Public Building Security and Court Support Function. The Chief Deputy (Operations) is responsible for the formation of policies and procedures governing the operation of the Law Enforcement Division, Civil Division, Court Support Function and Building Security Function. These Divisions are supervised to ensure maintenance of proper safety, security and conformity to established procedures. The Chief Deputy (Operations) functions under the direction of the Sheriff and Undersheriff. The program is reviewed through frequent conferences and reports. General supervision is exercised by the Chief Deputy over Division Supervisors and employees. Does related work as directed.

MINIMUM QUALIFICATIONS: Candidates must meet the minimum qualifications at time of application. Either:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree **AND** four (4) years of experience as a law enforcement supervisor; **OR**
- (B) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree **AND** six (6) years of experience as a law enforcement supervisor; **OR**
- (C) Graduation from high school or possession of a high school equivalency diploma **AND** eight (8) years of experience as a law enforcement supervisor.

SPECIAL REQUIREMENTS:

- 1. Possession of a valid New York State driver's license at time of appointment. License must remain valid throughout appointment.
- 2. In order to be eligible for appointment, candidates must meet all current requirements of Section 58 of the Civil Service Law and Section 3.1 of the Public Officers Law.

NOTE: Candidates must submit copy of transcripts and/or degree showing degree date conferred with application.

HOW TO APPLY: Go to <https://oneida-portal.mycivilservice.com/jobopps>.

If you do not have internet access, paper applications can be picked up in the Personnel Department on 6th Floor of the Oneida County Office Building. You may also request a paper application to be mailed to you by calling 315-798-5726. Completed applications can be mailed or hand-delivered to the address printed on the top of the application.

APPLICATIONS MUST BE RECEIVED NO LATER THAN: October 19, 2021

****Oneida County is an equal opportunity employer****

10/05/2021