



<b>Classification Title</b>	Deputy Sheriff	<b>Code</b>	254900
<b>Department</b>	Sheriff	<b>FLSA</b>	Non-Exempt
<b>Pay Range</b>	Public Safety 02	<b>Represented</b>	Yes

**GENERAL SUMMARY**

This is responsible, general duty and investigatory law enforcement work involving the protection of life/property and the preservation of the peace for the Pierce County Sheriff's Office. Work is performed in accordance with the mission, goals and objectives of the Sheriff's Office, and in compliance with governing federal, state, and local laws.

**SERIES CONCEPT**

None

**ESSENTIAL DUTIES & PRIMARY RESPONSIBILITIES**

*Essential functions are the basic job duties that an employee must be able to perform, with or without reasonable accommodation. This list of essential functions is intended to be representative of the duties performed within this classification. The omission of a function does not preclude management from assigning essential duties not listed if such duties relate to the position.*

- Maintain regular, predictable and punctual attendance during regularly scheduled work hours at assigned worksites.
- Meet the traveling requirements of the position.
- Must be able to travel to assigned work locations.
- Operate of a variety of vehicles and equipment for the protection/safety of the public, self and other employees.
- Perform the physical requirements of the position: work within the established working conditions of the position.
- The Washington State core job description for Law Enforcement Officer as developed by Systems Design Group, dated June 1992, states the following Primary and Essential Functions, and are requirements of the Pierce County Sheriff's Office:

**A. POWERS OF ARREST AND CONTROL**

1. Conduct full search of arrested persons
2. Conduct frisk or pat down
3. Advise persons of constitutional rights
4. Arrest persons with a warrant
5. Arrest persons without a warrant
6. Handcuff suspects or prisoners
7. Seize contraband, weapons and stolen property from suspects
8. Execute arrest warrants
9. Request verification of warrants before execution
10. Inspect patrol vehicle for weapons and contraband (e.g., before and after prisoner transport)
11. Pursue, on foot, fleeing persons (PCSD)
12. Use of job-related equipment (PCSD)

**B. SELF DEFENSE\USE OF FORCE**



1. Subdue physically attacking person
2. Use weaponless defense tactics
3. Subdue person resisting arrest
4. Grip person tightly to prevent escape
5. Disarm violent armed suspect
6. Pull person out of vehicle who is resisting arrest
7. Break up fights between two or more persons

C. DEADLY FORCE

1. Discharge firearm at person
2. Draw weapon to protect self or third party
3. Clean and inspect firearms
4. Participate in firearms training
5. Fire weapon in nighttime combat (not including training)
6. Fire weapon in daytime combat (not including training)
7. Fire a weapon in dark environment with flashlight in one hand

D. MOTOR VEHICLE ENFORCEMENT

1. Arrest DWI suspects
2. Execute felony motor vehicle stop
3. Stop vehicles to investigate, warn or arrest occupants

E. EMERGENCY VEHICLE OPERATION

1. Engage in high-speed pursuit driving in congested area
2. Engage in high-speed response driving in congested area
3. Engage in high-speed response driving off road
4. Engage in high-speed pursuit driving on open road
5. Engage in high-speed response driving on open road
6. Operate police vehicle on ice covered road
7. Operate police vehicle on snow covered road

F. EMERGENCY ASSISTANCE

1. Take persons in mental health crisis into custody for their own protection
2. Administer cardio-pulmonary resuscitation (CPR)
3. Administer mouth-to-mouth resuscitation
4. Apply basic first aid to control bleeding
5. Apply basic aid to unresponsive\unconscious person
6. Apply basic first aid to treat for heart attack
7. Talk with persons attempting to commit suicide to get them to delay or stop their attempt
8. Use protective gear to prevent contact with infectious diseases
9. Intercede in domestic disputes to resolve, maintain peace, protect persons, etc.

G. CRIME SCENE RESPONSE

1. Collect evidence and property from crime scenes
2. Fill out forms to document chain of custody of evidence
3. Dust and lift latent prints
4. Package (bag and tag) evidence
5. Record location of physical evidence at scene
6. Secure crime scene
7. Initial\Mark\Label evidence



8. Locate and protect latent evidence

#### H. CRIMINAL INVESTIGATION

1. Interrogate suspects
2. Prepare felony paperwork, i.e., probable cause statement, charge sheet "super" forms, etc.
3. Present evidence and testimony in legal and administrative proceedings

Respond to and conduct preliminary investigation of events related to:

4. Homicide
5. Rape
6. Robbery
7. Felony Assault
8. Burglary
9. Fatal Traffic Accident
10. Vehicular Homicide
11. Vehicular Assault
12. Family Disturbance

#### I. SPECIAL OPERATIONS

1. Participate in raids and searches
2. Search for a person in a darkened building or environment

#### J. COMMUNITY INTERACTION/COMMUNICATION (PCSD)

1. Write reports documenting work activity and/or other special projects
2. Speak with members of the community, individually or in group situations, to further the basic community-oriented mission of the department
3. Engage in oral communication, employing verbal skills to defuse volatile or hostile situations
4. Assist citizens in locating or obtaining resources to address problems or special needs

#### **Other Job Functions**

- Perform other job functions as assigned.

### **MINIMUM QUALIFICATIONS**

#### **Education and Experience**

##### **Promotional Applicants:**

To apply for placement on the promotional register for Deputy Sheriff, applicants must be currently employed as a Correctional Officer with the Pierce County Sheriff's Office with a minimum of three years continuous employment, including the probationary year, prior to the closing date of the promotional examination announcement. Employee must be in good standing to participate in the promotional examination process.

##### **Entry Level Applicants:**

High School diploma or G.E.D. certificate. At least age twenty-one (21) at time of appointment. United States citizenship or lawful permanent resident and the ability to read and write the English language as required by RCW 41.14.100.

**In-State Lateral Applicants:**

In addition to the minimum requirements listed for entry level applicants, lateral applicants must have successfully completed the Washington State Criminal Justice Training Commission Basic Law Enforcement Academy for police officers or its equivalency academy, by the date of appointment, and possess a valid peace officers' certificate in Washington State as well as successfully completed a Field Training Officer (FTO) period in patrol.

**Out-of-State Lateral Applicants:**

In addition to the minimum requirements listed for entry level applicants, lateral applicants must have successfully completed a state sponsored or certified Criminal Justice Training Academy for police officers, and currently hold a "General Law Enforcement Commission" or equivalent commission and have successfully completed a Field Training Officer (FTO) period in patrol.

**OTHER JOB REQUIREMENTS****Entry Level Applicants:**

Ability to successfully complete Pierce County Sheriff's Office background investigation. Ability to pass the Washington State Criminal Justice Training Commission physical fitness requirements at the time of entrance to the Academy. Entrance to and successful completion of the Basic Law Enforcement Academy is a condition of continuing probationary employment as required by RCW 43.101. Valid Washington State driver's license is required at time of appointment.

**Out-of-State Lateral Applicants:**

In addition to the special requirements listed for entry level applicants, out-of-state lateral applicants must successfully complete the Washington State Criminal Justice Training Commission Law Enforcement Equivalency Academy within one year of hire or certification by the Training Commission as having completed an equivalent training course as a condition of continued employment. Valid Washington State driver's license is required at time of appointment.

**PREFERRED QUALIFICATIONS****SUPERVISION**

Work is performed under the direction of a supervisory officer and is assigned in terms of overall objectives and resources available. Deputies may temporarily oversee the work of cadets, reserves and volunteers.

**COMPETENCIES****Knowledge of:**

- Federal, State and local laws and Pierce County Sheriff's rules and regulations, and other applicable rules or contracts.
- Effective law enforcement practices and techniques, community policing and incident command.
- Geography of Pierce County, its incorporated cities, and road networks.



- General principles of crime and accident investigations, techniques of interrogation, identification and preservation of evidence.
- Court procedures.
- English language as needed to perform the work.
- First aid and skill in applying that knowledge.
- Customer service practices.

**Skill in:**

- Use and care of firearms/required equipment.
- Problem solving.
- Conflict resolution; defensive tactics; and de-escalation techniques.
- Applying required knowledge and abilities.

**Ability to:**

- Handle work challenges often under adverse or ambiguous circumstances, with poise and self-confidence and to determine the proper course of action.
- Enforce laws and rules/regulations in a firm, tactful and impartial manner.
- Establish and maintain effective working relationships at all levels.
- Operate office equipment and personal computers associated with the position.
- Understand and convey ideas and information effectively, both verbally and in writing.
- Work with the public to solve problems and tactfully resolve complaints and concerns.
- Obtain information through interview, interrogation and observation.
- React quickly and calmly in emergencies.
- Represent the Sheriff's Office in the community in a manner that is consistent with Sheriff's Office policies.
- Effectively interact with people of all ages and from all social, cultural, ethnic and economic backgrounds in a manner that is fair, consistent and non-discriminatory.
- Prepare clear and comprehensive written reports.
- Effectively manage time and work independently.
- Physically perform the essential job functions of the position, including wearing, carrying and handling all duty related weapons, clothing and tools.
- Must be able to travel to assigned work locations.
- Effectively coordinate, perform, and complete multiple duties and assignments concurrently and in a timely manner.
- Use appropriate judgment when responding to and resolving multiple incidents occurring simultaneously, that may be of a critical, emergent or life-threatening nature.

**WORKING ENVIRONMENT/CONDITIONS**

*The work environment and exposures described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Work is performed in a variety of environments, including in an office and prolonged periods of driving and/or sitting in a vehicle. Travel throughout the Pierce County geographic region is required. A Deputy Sheriff is exposed to physically confrontational situations, personal danger and bio-hazardous materials on a routine basis. Work is performed during periods of high stress and tension, and the ability to

remain calm and make critical decisions during high stress periods is vital to position success. Work is subject to numerous interruptions, responding and/or resolving multiple issues occurring simultaneously, which may be of a critical, emergent or life-threatening nature, and involves close attention to detail while requiring accurate and appropriate judgement.

Exposures	Frequency Working in Designated Environment
Individuals who are hostile or irate	Frequently or Often
Extreme cold ( <i>below 32 degrees</i> )	Sometimes
Extreme heat ( <i>above 100 degrees</i> )	Sometimes
Communicable diseases	Sometimes
Moving mechanical parts	Frequently or Often
Fumes or airborne/blood borne	Frequently or Often
Toxic or caustic chemicals or substances	Sometimes
Loud noises ( <i>85+ decibels such as heavy trucks, construction</i> )	Sometimes

### 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 functions.*

This position has a variety of physical requirements of varying degrees based on numerous differing work circumstances. Required physical activities include walking, standing, sitting, digital dexterity, talking, hearing and seeing. A Deputy Sheriff will assist in any emergency situation and must maintain physical ability to effect a forcible arrest or deal with physical, confrontational or combative situations including use of reasonable force up to and including deadly force. Required physical activities during those times are running, jumping, balancing, climbing, crawling, kneeling, bending, stooping, twisting, crouching, reaching, lifting, carrying, dragging, throwing, pushing/pulling both objects and people. A Deputy Sheriff must be able to clearly distinguish and identify colors, accurately and safely discharge a firearm (either hand) with unassisted vision, safely drive a vehicle with unassisted vision, clearly discriminate electronic, mechanical and human sounds, and operate other required equipment in a safe and lawful manner for the protection/safety of the public, self and of other employees.