



YORK COUNTY SHERIFF'S OFFICE, Maine

Deputy Sheriff

ESSENTIAL JOB FUNCTIONS

- Enforces federal and state laws, court orders, and warrants.
- Conducts investigations and writes reports on incidents involving area of duty.
- Patrols assigned areas to detect and prevent crime; answers calls for service and assistance.
- Investigates criminal complaints and accidents; conducts crime and accident scene analysis.
- Enforces motor vehicle laws by stopping violators and taking appropriate enforcement action.
- Assists investigators and personnel from the District Attorney's office in the preparation of cases for trial; testifies in court.
- Prepares timely and accurate reports; reviews investigative, arrest, accident, and supplemental reports for accuracy.
- Questions witnesses and complainants; investigates suspects.
- Attends community meetings; organizes neighborhood watches; makes presentations to churches, schools, civic organizations, and business leaders; participates in agency volunteer programs.
- Writes and executes search warrants; serves warrants, court orders, and subpoenas.
- Maintains vehicle, firearms, and other equipment.
- Directs traffic as needed.
- Collects and maintains evidence; ensures proper chain of custody.

MINIMUM QUALIFICATIONS

- U.S. Citizen
- The position requires a minimum of: HS diploma or GED; combination of 3 years of post high school and/or employment experience; two years of experience in a law enforcement setting is preferred; valid drivers license w/acceptable motor vehicle history; no criminal record and full-time law enforcement certification or successful completion of the Maine Law Enforcement Pre-service standards as set forth by the Maine Criminal Justice Academy.
- Possess a valid drivers license w/acceptable motor vehicle record
- No criminal record
- Good character and reputation
- Successfully complete a physical agility test.
- Uncorrected vision not worse than 20/200, provided there has been at least six months success wearing soft contact lenses. Without soft contact lenses, uncorrected vision cannot be worse than 20/100. In any case, vision must be correctable to 20/20

PREFERRED REQUIREMENT

Maine Criminal Justice Academy full-time police officer certification or full time police officer certification from another state that is accepted by the MCJA or MCJA certified pre service.

Applicants Selected Must Successfully Complete:

Oral Interview(s) Panel, Background Investigation, Firearms Certification, Physical Agility Test, County Medical Physical, and Polygraph Examination.

Salary and Benefits

Competitive wages with lateral entry consideration and full benefit package inclusive of medical insurance.

Application Process

You must provide the complete application package (listed below);

- Application for Employment Form
- Applicant's Wavier Form
- Medical Clearance Form
- Authorization for Release of Personal Information Form
- Resume

The ENTIRE application package for this position will be accepted until **4:30 pm January 22, 2016**. Application package may be mailed or dropped off at the YORK COUNTY SHERIFF'S OFFICE, One Layman Way, Alfred, Maine 04002; 207-324-1113 Monday through Friday 8:30 – 4:30 PM. The application can be found online by **downloading only** and printing it from the county website at <http://www.yorkcountyme.gov>. Click on *Employment* tab, and then select the *YCSO Application-DO NOT* submit online.

NOTE: This job announcement will be used to fill any current vacancies or future vacancies up to six months from the close date unless otherwise specified by the Sheriff.