

NOTICE

There is a full-time job vacancy at the **BAY COUNTY SHERIFF'S OFFICE**.

JOB TITLE: ROAD PATROL DEPUTY (S001)

RATE OF PAY: \$18.83 per hour, entry, progressing to \$26.35 per hour, after 5 years

Full-time position with benefits.

GENERAL SUMMARY: Patrols an assigned area of the County in order to control traffic, prevent crime or disturbance of the peace, and arrests violators of State and Local laws. Responds, as directed by the dispatcher or necessitated by a hazard situation, to a variety of complaints or calls requiring police assistance.

ESSENTIAL FUNCTIONS:

1. Patrols assigned roadways to observe traffic for violators or wanted vehicles, serving as a deterrent to criminal actions by presence in the area. Issues traffic citations or arrests violators and assists stranded motorists.
2. Responds to a variety of citizens' complaints, such as domestic quarrels, robberies, break-ins, assaults and vandalism. Assists complainants and initiates investigation, completing investigations of the more routine complaints.
3. Assists in the investigation of serious crimes, gathering evidence, taking statements from involved parties, witnesses and protecting the crime scene.
4. Reports to accident scenes to render first aid to injured persons, route traffic around scene and investigate the cause of the accident. May take photographs, make measurements, obtain statements and gather other evidence to determine which party is at fault.
5. Prepares detailed reports on accidents, arrests or other cases investigated.
6. Appears in courts to give evidence on cases.
7. Transports inmates and mental patients to and from Court, Jail, Institutions and other facilities. May make emergency deliveries of materials such as blood plasma.
8. Serves subpoenas, warrants and other legal documents.
9. Checks business establishments and other business buildings after hours to ensure proper security measures have been taken.
10. Assists in controlling large crowds in a quelling civil disturbance.
11. Consistent and punctual attendance is an essential function of this position.
12. All other duties as assigned.

The above statements are intended to describe the general nature of level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all job duties being performed by personnel so classified.

QUALIFICATIONS: Michigan State Certification Required (M.C.O.L.E.S.).

PHYSICAL: This position requires sitting, being mobile, bending and/or standing for significant periods of time. Additional requirements include the ability to move objects according to the following weight & frequency: generally, 20-50 pounds of force up to one third of the time. Applicants may be required to take written and/or other examinations.

Application deadline: **4:00 p.m. Tuesday, February 20, 2018.**

APPLICATION PROCEDURE: Apply online at: <http://www.baycounty-mi.gov/onlineservices/employmentapp.aspx> or in person/via US Mail at the Bay County Personnel Department, 515 Center Avenue, Suite 301, Bay City, MI 48708.

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"Bay County is an equal opportunity employer. It is the policy of Bay County and its departments to pursue equal employment opportunity regardless of height, weight, political or religious affiliations, race, color, sex, disability, familial status, sexual orientation, gender identity, national origin, or other protected classification set forth by law in our relationship with applicants for employment, employees of the department, and the public."