



## EMPLOYMENT OPPORTUNITY

# SERGEANT

**NOTE:** This classification is not covered by Social Security which may result in a possible reduction in future Social Security benefit entitlement.

### SALARY AND BENEFITS

\$24.96 - \$31.50 hourly, plus benefits package

### FILING DEADLINE

5:00 p.m. January 18, 2019

### DUTIES AND RESPONSIBILITIES

*The Sergeant is the first line supervisor in the department and is expected to deal with all issues, controversial or procedural, consistent with the Sheriff's Department Policies. The major duties of the job include:*

- Receive calls of alleged law violation from within assigned area or on an assigned work shift.
- Personally responds to calls or dispatches a Deputy Sheriff to gather evidence on persons, incidents, materials, and places involved.
- Patrol in County Sheriff Department vehicles and operates electronic and voice communication equipment.
- Conduct pre-determined crime prevention measures.
- Personally supervises and participates in law enforcement projects.
- Assists in conducting major crime investigations.
- Directs and supervises the performances of assigned Deputy Sheriffs to assure all areas of Department services are provided in the best manner possible.
- Serves as the first line supervisor in the Department.
- Responds to all issues, controversial or procedural, consistent with policies of the County Sheriff Department.
- Supervises and trains subordinate personnel.
- Analyzes situations accurately and adopts effective course of action.
- Interprets and applies laws and regulations to specific incidents that occur on assigned shift.
- Establishes and maintains a cooperative working relationship with Public Officials, Department employees and the public.
- Perform related duties as assigned.

### MINIMUM QUALIFICATIONS

**Education:** Graduation from High School or attainment of a satisfactory score on the G.E.D. test. Successful completion of P.O.S.T. training.

**Experience:** Three years of successful performance equivalent to those as a Deputy Sheriff in Lassen County.

**License:** Possession of, or ability to obtain, a valid California driver's license.

## SELECTION PROCESS

Application materials will be reviewed, and the best-qualified applicants will be invited to Susanville to participate in interviews.

## HOW TO APPLY

It is your responsibility to provide specific, accurate and complete information describing how you meet the minimum qualifications. Qualified applicants are invited to submit an official Lassen County application to:

Lassen County Personnel Department  
221 South Roop Street  
Susanville, California 96130

☎ (530) 251 -8320 ☎

Opened January 4, 2019

### ☞ GENERAL INFORMATION ☞

Lassen County is an equal opportunity employer hiring employment eligible applicants.

Disabled applicants who require special testing arrangements should contact the Personnel Department prior to the filing deadline.

In accordance with the Immigration Reform and Control Act, applicants must provide acceptable proof of identity or authorization to work in the United States.

A thorough background investigation will be conducted prior to employment. The investigation may include reference checks, fingerprinting, credit check, driver history and inquiry to local, state and federal files to obtain criminal history information.

Lassen County requires pre-employment drug screening for Safety Sensitive positions.

All applicants who meet the minimum qualifications are *not* guaranteed advancement through any subsequent phase of the selection process.

Selection processes may include, but are not limited to, one or more of the following: application review, competitive screening, written examination, performance examination, and/or oral examination.

This bulletin is solely for the purpose of announcing a job opening. It does not constitute a contract, expressed or implied, and any provisions contained herein may be modified or revised without notice.