



## Seminole County Sheriff's Office

### BREATH TEST SPECIALIST

Class Spec Code: 1040

Established Date: 10/14/2020

Last Revised Date: 01/10/2022

Effective: 04/08/2022

#### Salary Range

\$14.85 Hourly

#### Bargaining Unit

N/A

#### EEO

EEO4-Skilled Craft Workers

#### Occupational Group

N/A

#### FLSA

Non-Exempt

#### Benefit Code

FT BENEFITS

#### Physical Class

DTME

#### Classified Service

Yes

#### General Description

Technical work assisting law enforcement officers in the processing stages of DUI arrests.

#### Typical Duties

**Note: Listed functions, duties, responsibilities and skills is not intended to be all-inclusive and the employer reserves the right to assign additional responsibilities as deemed necessary for the operational efficiency of the Sheriff's Office.**

Assist law enforcement officers in the processing of DUI arrests and other related incidents.

Conduct DUI testing in accordance with Florida State Statutes, FDLE administrative rules 11D-8 and agency general orders. Perform DUI video documentation of Field Sobriety Task conducted with the DUI room. Operate video equipment and upload video evidence for processing. Conduct breath tests using FDLE forms (checklist, affidavit, and results log.) Assist in the preparation of case packages for the State Attorney Office and administrative packages for HSMV.

Conduct observation of DUI impaired person(s) every twenty 20 minutes and record it on the applicable technical documents.

Provide expert testimony in court and administrative hearings as required. Testify as to observations of impairment, validity and accuracy of breath test instrument and results.

Provide technical assistance and information to employees and divisions, and outside agencies as needed. Make recommendations for improved efficiency and effectiveness within the department.

Stay current on the latest methods and best practices for DUI detection, processing, and prosecution. Assist in the development of policies and procedures for use in processing of DUI arrests.

Maintain proper operating supply levels for DUI operations and ensure DUI equipment remains operational.

Prepare various statistical reports as required, maintain DUI citations and conduct agency inspections of breath test instruments and prepare necessary paperwork.

Ensure security of testing facility.

#### Minimum Qualifications

- High School Diploma/GED; Associate's preferred
- One (1) year experience in Breath Alcohol Testing; or an equivalent combination of related training and experience
- Must be able to become certified in the Intoxylizer 8000 and maintain certification throughout employment
- Must possess and maintain a valid Florida Driver's License

#### Knowledge, Skills, Abilities & Other

Regular and prompt attendance is mandatory in the performance of an employee's duties for this position, to included scheduled work hours, and required training

activities, calls for mandatory overtime needs and calls for service during times of an emergency.

Extensive knowledge of breath alcohol testing procedures and policies including knowledge of law enforcement policies and procedures in the area DUI arrests and other related incidents.

Ability to prioritize daily work and to work independently. Ability to communicate effectively in a distinct clear and controlled voice. Ability to maintain good rapport with agency personnel, outside agency personnel, and arrested persons.

Skill in the use of video testing equipment and breath alcohol testing equipment.

#### **WORKING CONDITIONS**

The work environment for this position is within the confines of the John E. Polk Correctional Facility and mobile operation within the county. This position has direct contact with inmates and arrestees.

#### **PHYSICAL ATTRIBUTES REQUIREMENTS**

**Mobility**-Mostly sedentary work but some standing and walking; constant use of a computer

**Visual**-Constant overall vision; constant eye-hand coordination; frequent reading/close-up work

**Dexterity**-Frequent repetitive motion and reaching

**Emotional/Psychological**- Potential contact with hostile individuals; direct inmate contact, exposure to emergency situations; Frequent public contact; decision-making and concentration

**Special Requirements**- Ability to behave respectably and with utmost integrity even when off duty. May be required to respond for any critical incident, manmade or natural. Some assignments may require working weekends, nights, and/or occasional overtime.