



## Seminole County Sheriff's Office

### DETENTION DEPUTY

Class Spec Code: 2070

Established Date: 10/14/2020

Last Revised Date: 01/10/2022

Effective: 06/02/2023

#### Salary Range

\$22.37 - \$32.58 Hourly

#### Bargaining Unit

N/A

#### EEO

EEO4-Protective

Service Workers

#### Occupational Group

N/A

#### FLSA

Non-Exempt

#### Benefit Code

FT BENEFITS

#### Physical Class

PHYS

#### Classified Service

Yes

#### General Description

Performs generalized corrections work in the care, custody, control and re-entry of sentenced and non-sentenced inmates at the John E. Polk Correctional Facility.

A Detention Deputy is a uniformed officer who is responsible for the care, custody, control and re-entry of sentenced and non-sentenced inmates. As a detention deputy, your role includes helping provide offenders with the tools necessary to become law abiding citizens upon release. Detention Deputies maintain a consistent routine and demeanor while supervising offenders.

#### 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 functions and responsibilities as deemed***

***necessary for the operational efficiency of the Sheriff's Office.***

Ensuring the safety and security of inmates

Supervising inmates to prevent altercations

Maintaining accurate count and current location of all inmates

Communicate effectively and coherently with other officers and inmates

Demonstrate communications skills in court and other formal settings

Ensure the cleanliness of the area of assigned responsibility

Perform crisis intervention functions to include counseling, suicide prevention, recognizing abnormal behavior, and taking appropriate action

Maintains detailed documentation

**DUAL CERTIFIED**

Detention Deputies that are sworn in as Dual Certified will be required to facilitate any necessary arrests or detainment of individuals within the scope of their job or specialized position. May be required to investigate crimes committed within a Seminole County Sheriff's Office Facility.

This includes the John E. Polk correctional facility, Courthouses, Juvenile Facilities and Seminole County Probation facilities.

If being utilized on a specialized enforcement team than the Dual Certified Detention Deputy may make lawful arrests

and or detentions during the operational need only.

### **Minimum Qualifications**

- High School Diploma or GED
- A citizen of the United States
- 21 years of age
- Certified or certifiable in the State of Florida
- Must not have been convicted of any felony or of a misdemeanor involving perjury or false statement, nor have received a dishonorable discharge from any of the Armed Forces of the United States
- Must possess and maintain 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 include scheduled work hours, and required training activities, calls for mandatory overtime needs and calls for service during times of an emergency.

Ability to utilize effective communication skills both verbally and in writing.

Knowledge of Florida Model Jail Standards and Sheriff's Office rules and regulations as applied to correctional work.

Knowledge of the application of modern correctional principles and practices.

Ability to demonstrate ethical and professional behavior; analyze and synthesize information or situations; solve

problems; recall facts and/or information; describe persons, things, and/or events; read and comprehend information; speak clearly; prepare written reports; print legibly; follow directions; detect smells; operate equipment; apply mathematical skills; read maps; operate radio equipment; attain and maintain weapons proficiency; maintain personal fitness; demonstrate firearms safety procedures; demonstrate service weapon firing; demonstrate shotgun firing; load ammunition into firearm; demonstrate chemical agent use; diagram a scene; take notes. Ability to drive a motor vehicle in a safe and efficient manner.

### **WORKING CONDITIONS**

The work environment is mostly within the confined setting of the John E. Polk Correctional Facility, Seminole County Juvenile Facility or the Seminole County Court System. This position generally works a shift (days or nights) with rotating days off.

### **PHYSICAL ATTRIBUTES REQUIREMENTS**

***Mobility***-Frequent standing for extended periods of time, walking for extended periods of time, stooping, bending, climbing stairs, may be required to drive an agency vehicle and/or transport inmates; constant use of a computer; use of a firearm

***Lifting***-Able to lift 50 pounds

***Visual***-Constant overall binocular vision; constant color perception, constant eye-hand coordination; constant depth

perception; frequent reading/close-up work; constant field of vision/peripheral

***Dexterity***-Frequent repetitive motion and reaching

***Hearing/Talking***-Constant requirement to hear normal speech; constant hearing on telephone and radio; ability to hear faint sounds; constant talking on telephone/radio

***Emotional/Psychological***- Potential contact with hostile individuals; direct inmate contact, exposure to emergency situations; may be exposed to trauma, grief and death; frequent public contact; decision-making and concentration

***Special Requirements***-Ability to behave respectably and with utmost integrity even when off duty. Shift work (days or nights) with rotating days off including working weekends, nights, holidays, and/or overtime; May be required to respond for any critical incident, manmade or natural; must be able to appropriately wear and operate a self-contained breathing apparatus

***Environmental***-Occasional exposure to varied weather conditions