

# DEPUTY SHERIFF

## ELIGIBILITY LIST

Oneida County Civil Service Commission is accepting applications for the establishment of an eligibility list for the position of Deputy Sheriff. Applicants must be a citizen of the United States; have a valid Wisconsin driver's license; be in good physical condition; no felony convictions; certification by the State of Wisconsin Training and Standards Board preferred but not required; a high school graduate or equivalent, and have a minimum of 60 fully accredited college level credits (police science credits are preferred).

Starting rate of pay for 2018 is \$24.21 per hour for 1,950 "base hours" per year. Deputies work a "7-on / 7-off" shift schedule, 10.5 hours per day, resulting in 26 weekends off per year, Court Services Deputies work Monday through Friday with weekends off.

The Oneida County Sheriff's Office is a "full service", progressive department with DARE, Drug Enforcement, Detective Bureau, School Liaison, SRT, Crime Prevention, Water and Snowmobile Patrols, Dive Team, COPS and Court / Transport units, including a 200-bed correctional facility.

Successful applicants will be required to pass a physical agility test, oral interview, pre-employment drug screen and medical exam, psychological assessment and background check.

A detailed job description and required Sheriff's Office application is available for downloading and printing on our web sites at [www.oneidasheriff.org](http://www.oneidasheriff.org) or [www.co.oneida.wi.gov](http://www.co.oneida.wi.gov). Completed Sheriff's Office application should be submitted to Oneida County LRES, P.O. Box 400, 1 S. Oneida Ave., Rhineland, WI 54501 **by January 8, 2018 at 4:30 p.m.**

**\*\*\*Application note: If certified please be sure to indicate your date of certification on the bottom of page one.**

*Oneida County is an Equal Opportunity Employer.*

## **Oneida County Job Description**

**Job Title:** Deputy Sheriff  
**Department:** Sheriff Department  
**Reports To:** Sergeant  
**FLSA Status:** Nonexempt  
**Prepared By:** Sheriff Tim Miller  
**Prepared Date:** 09-18-00  
**Approved By:** Civil Service Commission  
**Approved Date:** 09-18-00

**SUMMARY:** Protect life and property through enforcement of laws. Directed supervision is received from a Sergeant. Assigned duties are performed in accordance with state statutes and department policy and procedure.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** Perform a wide variety of duties connected with law enforcement, including, but not limited to the following:

Patrols streets, highways, and other public and private areas to enforce laws, protect citizens, investigate suspicious circumstances, and discourage the commission of crimes.

Responds to calls for service from the public to investigate crimes, disputes, motor vehicle accidents and disturbances.

Provides first aid, other assistance, and referrals for accident victims and others requesting or requiring assistance.

Issues citations, make arrests, conduct interviews, interrogations, and intervene where appropriate.

Transmit and receive radio messages, operate squad vehicle and equipment, dictate and prepare required reports.

Operate department equipment such as firearms, computers, radios, radar, ATV, boat, motor vehicles, baton, OC spray.

Maintain security of all persons in their custody.

Maintain security as assigned in courtrooms and designated public buildings as directed.

Read, review and implement practical applications contained or derived from the Wisconsin State Statutes, Wisconsin Law Enforcement Bulletin, Wisconsin Law Enforcement Officers Criminal Law Handbook, Department Policies and Procedures and other manuals as directed.

Any other duties as assigned by the Sheriff.

**SUPERVISORY RESPONSIBILITIES** Assume the duties, responsibilities, and authority of the Sergeant in the Sergeant's absence.

**QUALIFICATIONS:** Must be able to do the following:

Obtain and retain the knowledge of the principles and practices of law enforcement and of the laws and ordinances pertinent to local law enforcement.

Be able to function effectively under various degrees of stress, including high stress.

Be able to use discretion effectively by fair and impartial treatment of all contacts.

Be effective in the discharge of all duties under changing environmental conditions.

Develop and use effectively, problem-solving skills in order to mediate disputes effectively.

Maintain composure and control responses to high-risk contacts and adverse encounters while projecting a professional image.

Operate motor vehicle safely, while engaged in operating other assigned equipment and performing other assigned tasks.

**EDUCATION and/or EXPERIENCE**

High School diploma, 60 college credits, maintain certifications in firearms, annual in service training, and any other Department mandated training.

**LANGUAGE SKILLS**

Must have excellent verbal and written communication skills.

**MATHEMATICAL SKILLS**

Good mathematical skills.

**REASONING ABILITY**

Must have the ability to evaluate situations, based on training and experience, and make good decisions.

**CERTIFICATES, LICENSES, REGISTRATIONS**

Wisconsin Department of Justice - Training & Standard Bureau certification as a Law Enforcement Officer  
Valid Wisconsin driver's license.