

PURSUANT TO SECTION 211 of the New York State Retirement and Social Security Law, the Allegany County Sheriff's Office is conducting a recruitment effort for the position of Undersheriff. We are canvassing to see if there are any interested non-retirees who would meet the minimum qualifications as outlined in the job description.

Agency: Allegany County Sheriff's Office

Location: 4884 State Route 19S
Belmont, NY 14813

Title: Undersheriff

Salary: \$70,053.00

Type of Appointment: Exempt

Job Description: The work involves responsibility for directing, coordinating and supervising the civil, criminal, correctional and administrative operations of the Sheriff's Office which consists of more than 130 employees and a budget of approximately \$7 million. The Undersheriff will have direct supervision in the various functions of the agency and is expected make sound, professional decisions to any situations that may arise. Supervision is exercised over all subordinate personnel, sworn and civilian. Work would be performed under the general supervision of the Sheriff with considerable discretion allowed for the use of independent judgment. The Undersheriff acts for the Sheriff in his absence. The position is appointed and the appointee serves at the pleasure of the Sheriff.

Knowledge, Skills, Abilities and Personal Characteristics: Comprehensive knowledge of the duties and authority of the sheriff, considerable supervisory skills; considerable oral and written communication skills; working skill in utilizing a personal computer and peripherals. Experience in appearing before, and interacting with, legislative committees. Experience working and interacting with fire and EMS personnel is preferred.

Minimum Qualifications:

1. Graduation from High School or possession of a high school equivalency diploma.
2. New York State certified police or corrections officer, with at least 20 years' experience in New York State as a full time police or corrections officer, two years of which must have been in an administrative capacity, **or** a Bachelor's degree in law enforcement or criminal justice and five years of full time supervisory experience in law enforcement or corrections.
3. Currently possess a valid NYS driver's license with no restrictions.
4. Have prior experience developing, analyzing and operating within a budget of not less than \$ 500,000.
5. Successfully qualify with department issued weapons (currently Glock models 22 and 27, .40 cal.)
6. Successfully pass a police background investigation that includes drug screening.

Deadline for Submission: Open

Address Letters of Interest and Resumes to: Ricky L. Whitney
Allegany County Sheriff
4884 State Route 19S
Belmont, NY 14813