

*PURSUANT TO SECTION 211 of the New York State Retirement and Social Security Law, The Rockland 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.*

**UNDERSHERIFF**  
**Office of the Sheriff, Rockland County, New York**

**Job Summary**

The duties and responsibilities of the Undersheriff primarily involve assisting the Rockland County Sheriff with the overall administration of the Sheriff's Department consisting of more than three hundred seventy (370) employees and a budget of approximately \$63 million. The Undersheriff has broad latitude and independent responsibility for overseeing the Department's fiscal matters and operations, subject to approval by the Sheriff. Direct supervision is primarily exercised over senior-level law enforcement and corrections staff. The Undersheriff acts for and in place of the Sheriff in his absence. The Undersheriff serves at the pleasure of the Sheriff. EOE/AA

**Required Minimum Qualifications**

The Rockland County Sheriff seeks an Undersheriff who shall have the following minimum qualifications:

1. A minimum of sixty (60) credit hours in a recognized institution of higher education in Criminal Justice, Police Science or comparable curriculum. A Bachelor's or advanced degree is preferred.
2. Ten (10) years of law enforcement experience that includes a minimum of five (5) years in an investigative capacity and a minimum of five (5) years in a supervisory capacity as a commissioned officer within a law enforcement agency.
3. The required experience must have included all of the following:
  - a. Seven (7) years experience in preparing, monitoring, and managing a municipal budget of \$1,000,000 or more. Management-level and extensive municipal budget experience is preferred.
  - b. Seven (7) years experience in New York State collective bargaining, including dispute resolution processes. Extensive experience in labor/management negotiations, discipline processes, internal investigations, and employee rights is preferred.
  - c. Seven (7) years experience in inter-departmental government relations.
  - d. Seven (7) years experience appearing, testifying and otherwise interacting with legislative committees and/or legislative leadership.
  - e. Experience in law enforcement counter-terrorism operations and planning and familiarity with the Homeland Security Exercise and Evaluation program and its effect on homeland security grant programs.

**Additional Special Requirements:**

1. Must be able to express ideas, policies, procedures, and directives effectively, both orally and in writing.
2. Must have excellent computer, e-mail and Internet skills.
3. Must pass a police background investigation, including a drug screen.
4. Must be certified by the New York State Division of Criminal Justice Services (DCJS) as a police officer and must qualify with a department issued weapon.
5. Currently possess a valid New York State Driver's license with no restrictions.

Note: A competitive civil service examination is not required for this position in the Exempt classification. The position serves at the pleasure of the Sheriff of Rockland County, and the appointment may be rescinded, at will, by the Sheriff.

**Salary** The salary for Undersheriff is designated in group 4 of the Rockland County Non-Union Management Compensation Plan (\$108,673 - \$163,009).

**How to Apply**

**To apply, please submit resume and a cover letter by November 30, 2017 to:**

Rockland County Sheriff's Office  
Louis Falco, III, Sheriff  
55 New Hempstead Road  
New City, NY 10956  
Phone 845-638-5466