

## POSITION AVAILABLE

---

www.steubencony.org

Steuben County, New York is currently recruiting candidates for the Exempt position of

# UNDERSHERIFF

The Undersheriff position involves responsibility, in concert with the Sheriff, for directing, coordinating and supervising the civil, criminal, correction and administrative operations of the Sheriff's Department. The work is carried out in accordance with well-established, professionally-accepted, modern law enforcement techniques and procedures, as well as the specific office management procedures as established by the Sheriff with assistance from the Undersheriff, and involves oversight of the various functions of the department and the provision and application of professional law enforcement decisions to situations as they arise.

- Work is performed under the general supervision of the Sheriff, with wide leeway allowed the incumbent for the exercise of independent judgment in planning the details of work,
- Resolving problems in a wide variety of areas, and acting generally for and in place of the Sheriff whether or not the Sheriff is immediately available for decision-making and/or consultation.
- Direct supervision is exercised over the activities of all subordinate law enforcement, corrections, and clerical personnel in the department.

### MINIMUM QUALIFICATIONS

Graduation from high school or possession of an equivalency diploma and either:

- (a) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree in Police Science or Criminal Justice and five years of law enforcement experience which shall have involved the apprehension of violators, interrogation of suspects, investigations, and the collection and preservation of evidence, two years of which must have been in a supervisory capacity; or
- (b) Eight years of law enforcement experience which shall have involved the apprehension of violators, interrogation of suspects, investigations, and the collection and preservation of evidence, three years of which must have been in a supervisory capacity; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b) above.

**Salary/benefits:**     ✓ 2019 Salary is \$61,338 - \$78,214 depending upon qualifications.  
                                  ✓ Excellent benefits

**Interested qualified applicants** are invited to send a cover letter and resume **to:** James Allard, Sheriff by **April 10, 2023** in care of:

Terri Moir, Secretary  
Steuben County Sheriff's Office  
Public Safety Building  
7007 Rumsey St. Ext.  
Bath, NY 14810  
FAX: (607) 776-7671  
E-mail: [moirtl@co.steuben.ny.us](mailto:moirtl@co.steuben.ny.us)