

# Pinellas County Sheriff's Office

*"Leading The Way For A Safer Pinellas"*



## DETENTION CORPORAL

<b>JOB CODE: 40018</b>	<b>PAY GRADE: S01</b>	<b>PAY RANGE: \$45,500 - \$70,622</b>
------------------------	-----------------------	---------------------------------------

### GENERAL DESCRIPTION

Under general supervision of a Detention Sergeant, performs tasks of average difficulty involving routine corrections duties as well as functioning in an administrative, lead or other specialized capacity. Work is on an assignment basis by the Major, Detention and Corrections Bureau, or designee, or other supervisor when assigned to duty outside of Corrections. Assumes duties and responsibilities of a Detention Sergeant in the Sergeant's absence. Incumbent must exercise initiative and independent judgment in acting as liaison between the Sergeant and other members of the facility or section. Member must also exercise tact, courtesy and self-control in performance of duties, and must be able to make decisions calmly and quickly in emergency or hazardous situations. Most positions require the member to work shifts, including nights, weekends and holidays. Specific duties will be assigned by the shift Sergeant or supervisor. Work is reviewed through reports submitted and direct observation. Performs other work as requested.

Corporals are appointed by the Sheriff and cannot expect to achieve permanent status in this classification. Members in this classification will normally be reappointed to Detention Deputy when transferred or reassigned.

This position requires that the member be certified by the Florida Criminal Justice Standards and Training Commission in compliance with Chapter 943 F.S.S as well as meet the minimum vision requirement of 20/30 corrected visual acuity.

The duties and responsibilities in this position include the pursuit, apprehension and arrest of law violators or suspected law violators.

### ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Performs general corrections duties in assigned facilities, sections or squad.
- Assists Sergeant with supervision and training of a squad.
- Assumes the duties and responsibilities of the Sergeant during the absence of the Sergeant at the direction of a supervisor.
- Assists the Sergeant with periodic written evaluations of the personnel in the assigned squad.
- Assists the Sergeant in assigning Detention Deputies and Criminal Justice Specialist s to specific daily duties.



- Advises staff in situations when advice is requested.
- In emergency situations, keeps supervisors and/or Main Control Center Supervisor informed of the situation and action being taken.
- Issues equipment to assigned Detention Deputies and Criminal Justice Specialists and reports all missing or damaged equipment.
- Assists in the training of Personnel.
- Participates in Sheriff's Office recruitment and community relations activities as directed.

## **QUALIFICATIONS**

- Must have successfully completed the probationary period, plus one (1) year as a Detention Deputy prior to assignment to Detention Corporal.
- Receive a rating of satisfactory, or higher, on most recent performance evaluation.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of modern corrections procedures, methods and terminology.
- Knowledge of Florida Model Jail Standards and State, County and Sheriff's Office laws, rules and regulations, and standard operating procedures.
- Knowledge of supervisory and training principles.
- Ability to train and evaluate subordinate employees.
- Ability to analyze problems and objectively deal with people.
- Ability to observe and record incidents clearly and completely, and to write clear and concise reports.
- Ability to give orders and act calmly and quickly in emergency or hazardous situations.
- Ability to perform the duties of Sergeant in his/her absence, as required.
- Ability to establish and maintain effective working relationships with trainees, other officers, supervisors, officials and the general public.
- Ability to perform all the essential duties and requirements of the Detention Deputy position.
- Skill in the use of and care of firearms and other standard equipment utilized by Detention Deputies.
- Ability to perform all functions of the job classification without posing a direct threat to the health or safety of other individuals in the work place.

This list of 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.