

# Pinellas County Sheriff's Office

*"Leading The Way For A Safer Pinellas"*



## RANGE MASTER

**JOB CODE: 30195**

**PAY GRADE: 8**

**PAY RANGE: \$30,600 – \$48,960**

### GENERAL DESCRIPTION

Under the general supervision of a Training Division Sergeant, this position ensures range safety protocols are adhered to at all times and coordinates and performs overall range maintenance and scheduling.

**SUPERVISES OTHERS:** No

### ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Submit the range facility budget;
- Coordinate the range facility building maintenance and repairs with Pinellas County;
- Coordinate all requests for range usage;
- Perform and/or coordinate preventative maintenance and repairs to the targeting system and other range related equipment;
- Monitor levels of lead bullet containers and spent brass casings and coordinate the removal;
- Ensure compliance with applicable OSHA standards;
- Assist the Firearms Instructors with training of agency members;
- Maintain inventory levels of ammunition, targets and training related items;
- Participate in Sheriff's Office recruitment and community relations activities as directed.

This list is not intended to be all-inclusive and you may not be responsible for every item listed. The employer reserves the right to assign additional functions and responsibilities as necessary.

### QUALIFICATIONS

- High school diploma or G.E.D.
- Prior law enforcement or military experience preferred.
- Completion of the Firearms Instructor certification within 12 months of employment.
- CPR/Basic Life Support certification within 90 days of employment.
- Must possess a valid Florida driver's license.



## KNOWLEDGE, SKILLS, AND ABILITIES

- Ability to learn the "Action Target Smart Range" software and the "Total Containment" bullet recovery and collection system
- Knowledge of handgun, shotgun, and patrol rifle use
- Must possess basic ability to operate construction tools for small on-site projects
- Ability to work flexible hours when required
- Basic mechanical and electrical skills
- Possess computer skills to include proficiency in Microsoft Office
- Possess interpersonal and organizational skills
- Ability to perform all functions of the job classification without posing a direct threat to the health or safety of other individuals in the workplace.

## PHYSICAL ABILITIES

The physical abilities listed below are estimates of time spent during a typical work day to perform essential functions and responsibilities. Members in this position may be required to:

- Sit up to 8 hours per day
- Stand up to 8 hours per day
- Walk up to 8 hours per day
- Drive up to 8 hour per day
- Frequently lift up to 100 lbs.
- Occasionally lift more than 100 lbs. with mechanical assistance
- Frequently bend, squat, climb, reach, kneel, and twist.