

# Pinellas County Sheriff's Office

*"Leading The Way For A Safer Pinellas"*



## COLONEL

**JOB CODE: 10019/10229**

**PAY GRADE: 09902**

**PAY RANGE: \$155,320**

### GENERAL DESCRIPTION

Under the direction of the Chief Deputy or the Sheriff, performs advanced professional administrative, coordination, and supervisory functions of unusual difficulty in the operations of assigned Department or Bureau. Incumbent exercises leadership, independent judgment, and initiative for interpretation of orders, directives, policies and procedures in decision-making, while working within the framework of Sheriff's Office policies, procedures and regulations, County ordinances, and Florida Statutes when applicable. Work is reviewed through periodic conferences and by results obtained through evaluative measurement based upon stated goals and objectives, as set forth by the Chief Deputy and the Sheriff.

Law enforcement members in this position must reside in the following counties: Pinellas, Hillsborough, Pasco, or Manatee.

### ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Provides guidance in the implementation of and accomplishment of the Sheriff's Office and goals and objectives. Initiates planning, organization and facilitation of program.
- Evaluates the overall operation of the Department to ensure compliance and adherence to established work methods, procedures, policies and rules of the Sheriff's Office through analysis of performance, work methods, records, observations, complaints, and conferences with supervisory staff; initiates corrective action and/or disciplinary measures as indicated to ensure conformity.
- Adjusts the relative strength of the Department in accordance with the fluctuating need for efficient service, to ensure maximum utilization of personnel and makes recommendations for policy changes.
- Ensures that Sheriff's Office policies and procedures comply with existing county, state and federal mandates.
- Communicates policies and priorities of the Sheriff and Chief Deputy to Commanders, criminal justice agencies, community groups and other units of government.
- Participates in Sheriff's Office recruitment and community relations activities as directed.
- Performs other related duties as assigned.



## **QUALIFICATIONS**

- Bachelor's degree with a major in law enforcement, public administration, business administration, or a related field from an institution accredited by an accrediting body recognized by the U. S. Dept. of Education.
- And experience in law enforcement and/or corrections to include a minimum of five (5) years of administrative experience.
- OR equivalent combination of education and experience.
- Certification of completion of correctional or law enforcement training as required by the State of Florida.
- Meet requirements and standards of the Florida Criminal Justice Standards and Training Commission as authorized by F.S.S. 943.13.
- Must possess a valid Florida Driver's License.

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

- All of the knowledge, skills, and abilities required of a Major.
- Knowledge of General Orders, Standard Operating Procedures, Command Staff Emergency Manual, and Florida Model Jail Standards.
- Ability to exercise the judgment, decisiveness, and creativity required in critical and/or unexpected situations that are exceptionally high risk to the organization.
- Knowledge of law enforcement, corrections, and criminal justice principles and practices.
- Knowledge of the principles and practices of management and supervision.
- Ability to direct large programs and groups of employees including ability to assume direct command of emergency situations.
- Ability to initiate and facilitate programs and policies.
- Ability to establish and maintain productive working relationships with Sheriff's Office staff, community leaders and other subordinates.
- Ability to speak effectively to community groups.
- Ability to comply with the Drug Free Workplace Act.
- Skill in developing and training subordinate staff to enhance their personal and organizational objectives.

## **PHYSICAL ABILITIES**

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The physical abilities listed below are requirements to perform the essential functions and responsibilities.

- Requires satisfactory medical standards as stated on FDLE form CJSTC 75A, agency medical physical clearance form, and the following:
  - Visual acuity of 20/30 vision standard in each eye; if corrective lenses must be used to satisfy 20/30 vision standard, uncorrected vision should be no worse than 20/100 in each eye.
  - Hearing acuity, single hearing levels should not exceed 25 decibels at either 500, 1000, or 2000 Hz nor exceed 30 decibels at 3000 Hz frequencies in each ear.
- Ability to lift 50 lbs. from floor to waist.
- Ability to perceive sounds at normal voice range and sounds transmitted by radio and sirens.
- Ability to maintain a level of physical conditioning to be able to physically subdue, restrain, and apprehend law violators.
- Ability to meet the physical conditioning requirements of periodic in-service training in high liability areas (firearms, defensive tactics, A.S.P.).
- Ability to render physical assistance.
- Ability to wear and use a Scott Air Pack on his/her back, which weighs approximately 30 lbs.
- Ability to climb standard stairs, while carrying a 12 gauge shotgun on a sling, which weighs approximately 8 pounds, or Scott Air Pack.
- Ability to operate authorized revolver or semi-automatic handguns designated by the agency from a standing, crouching, kneeling, or prone position with either hand with accuracy; essentials for this requirement shall consist of, but not be limited to, the following: grip, stance, sighting under various lighting conditions, trigger control, body positioning, drawing techniques and loading/unloading.
- Ability to drive a motor vehicle in a safe and efficient manner, if required.
- 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, skills, and physical abilities is not intended to be all-inclusive, and the employer reserves the right to assign additional functions and responsibilities as deemed necessary.