

Job Description
Shawnee County Sheriff's Office
Crime Scene Deputy

Special License(s)/Certifications

- Law Enforcement Certification
- Annual 40 hour mandated law enforcement in-service training
- Valid Kansas Drivers License
- High School Diploma or GED

Skills

- Ability to use common sense.
- Ability to multi-task.
- Personal computer/word processing skills.
- Ability to use tact and good judgment in dealing with the public and personnel.
- Ability to work under distracting/high stress conditions.
- General understanding of modern law enforcement principles and practices.
- Ability to understand problems and potential solutions.
- Ability to comprehend, and apply County, State and Federal law.
- Ability to understand concepts of technical equipment and its operations.
- Ability to perform operator maintenance on basic equipment.

Mental Requirements

- Ability to read and comprehend written material.
- Average oral and written communication skills.
- Ability to perform general mathematic equations.
- Ability to collect information, accurately report the information, correlate the information, and correctly disseminate the information.
- Average memory skills.

Physical Requirements

- Ability to bend, jump, sit or stand for long periods of time and run with additional weight caused by gun belt and other equipment.
- Ability to lift and move objects of varying weights.
- Ability to hear and make radio transmissions.

- Ability to operate police vehicle and emergency equipment in a variety of conditions.
- Ability to physically subdue/restrain other persons.
- Deputy Sheriff's standards for eyesight.
- Hand and eye coordination adequate to operate vehicles, handguns, shotguns, personal defensive tools, flashlights, portable radios, computers, copiers, and calculators, etc.

All of the above are necessary skills, proficiencies and knowledge to do the listed job position.

CRIME SCENE INVESTIGATION UNIT DEPUTY DUTIES

Casework: 30%

Reports/Paperwork: 30%

Miscellaneous: 20%

Property Room: 15%

Public Contacts: 5%

Miscellaneous includes but is not limited to: Training time, Teaching time, KBI/Film runs, assisting other officers, and extra duties as assigned.