

**CLASS TITLE: DEPUTY MARSHALL SERGEANT**

**Class Code: 02183100**

**Pay Grade: 23A**

**EO Code: D**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** As a member of the Marshal's unit, to be responsible for the custody and safety of prisoners, when transporting them to and from District Court and/or Superior Court Sessions; to work directly under a Deputy Marshal Lieutenant and to be responsible for supervision of Deputy Marshals in the absence of, or as directed by, the Lieutenant Deputy Marshal in charge; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the general supervision of a Deputy Marshal-Lieutenant, from whom assignments and instruction are received; work is reviewed for conformance to department rules and regulations and instructions.

**SUPERVISION EXERCISED:** Supervises and reviews the work assigned to Deputy Marshals for conformance to laws, department rules and regulations and instructions.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

As a member of the Marshal's Unit, to be responsible for the custody and safety of prisoners, when transporting them to and from District Court and/or Superior Court sessions; to work directly under a Deputy Marshal Lieutenant and be responsible for supervision of Deputy Marshals in the absence of, or as directed by, the Lieutenant Deputy Marshal in charge.

To transport prisoners from the Adult Correctional Institution or jail to a District Court and/or Superior Court; to supervise the conduct of and to maintain order and discipline among prisoners; to have custody of prisoners while detained in a courthouse and during the court's hearing for their cases; to transport prisoners from the court to the designated Adult Correctional Institution or jail.

To be responsible for the safety and welfare of prisoners in custody; and to exercise constant vigilance to such prisoners and to protect them from injury and to take all precautions to prevent their escape.

To plan, develop and implement an in-service training program for Deputy Marshals with special reference to changes in the laws, departmental policies and improved law enforcement and firearms techniques.

To be responsible for developing a maintenance plan for all departmental vehicles used in the field.

To carry firearms, as prescribed by a superior, in the performance of duties and to maintain proficiency in their proper use and maintenance.

To operate computerized telecommunications tracking systems to check for outstanding warrants on inmates awaiting bail, parole, early release, or any other transference from the Adult Correctional Institution.

To do related work as required.

**REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A working knowledge of the practical methods and techniques commonly applied in the supervision of the conduct of persons under restraint and the maintenance of order and discipline among them; the ability to exercise constant vigilance of such persons for their protection and safety and for the prevention of their escape; the ability to instruct and supervise Deputy Marshals in their duties; the ability to plan and develop training material and the ability to instruct other; skills in the proper use and maintenance of firearms in performance of duties; the ability to operate a standard keyboard and a computer record keeping system; the ability to operate a motor vehicle for the transportation of prisoners; and related capacities and abilities.

## **EDUCATION AND EXPERIENCE:**

Education: Such as may have gained through: graduation from a senior high school; and

Experience: Such as may have gained through: employment for a least 2 consecutive years as a Deputy Marshal

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

## **SPECIAL REQUIREMENTS:**

The following conditions must be met at time of appointment:

1. Must have ability to respond to physically challenging circumstances. Must be capable of performing (with or without reasonable accommodation) the essential duties as evidenced by a physician's certificate from a physician designated by the Sheriff's Department; must possess and maintain a valid Rhode Island Motor Vehicle Operator License; in accordance with RIGL 42-28.3-1, no person shall be appointed temporary, probationary or permanent until they shall have been evaluated and tested by a certified psychologist and receive a satisfactory rating which shall be in writing.
2. Must possess and maintain a valid Rhode Island Commercial Driver's License (CDL).

## **REASONABLE ACCOMMODATION:**

If any applicant is unable to perform an essential job function(s) because of his/her disability but can achieve the required results by means of a reasonable accommodation, that applicant shall not be considered unqualified for the position.

Class Created: June 7, 1998

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