



# Brown County

25 Market Street  
Aberdeen, SD 57401

[www.brown.sd.us](http://www.brown.sd.us)

## Deputy Sheriff

Sheriff's Office

Wage: \$25.18/hour, DOE

Opening date: 05/10/2023

Closing date: 05/19/2023

### JOB SUMMARY

This position performs law enforcement work involving the protection of life and property, the enforcement of laws, and the investigation of crime.

### MAJOR DUTIES

- Patrols the county to detect and deter criminal activity and traffic violations and to provide assistance as needed; monitors commercial and residential areas for signs of criminal activity.
- Enforces traffic laws through the issuance of citations and warnings; inspects roadways, bridges, and traffic signals and signs to identify and report hazardous conditions.
- Performs business, church, school, and residential security checks; checks doors, windows, gates, and fences; reports unsecured property.
- Responds to calls for service, including domestic disputes, assaults, burglaries, traffic accidents, lost or missing person searches, public service requests, stranded motorists, and others.
- Conducts preliminary investigations into traffic accidents and other incidents, including interviewing victims, complainants, and witnesses, gathering information and evidence, and securing crime scenes.
- Apprehends, arrests, and processes offenders, including fugitives, and subpoenas witnesses.
- Provides assistance and backup support to other officers and emergency service providers as necessary.
- Provides traffic direction as needed for events such as parades, funerals, events, and school crossings.
- Provides security for the county courthouse and courtroom as assigned; screens visitors for weapons and other contraband; provides information and direction to visitors.

- Serves civil and criminal papers; executes court orders.
- Transports inmates to and from court, medical appointments, and other appointments.
- Testifies in judicial proceedings as necessary.
- Completes all required reports and forms, including accident and incident reports.
- Inspects and maintains assigned patrol car, uniform, and equipment.
- Serves on special teams and task forces as assigned; completes special duty assignments.
- Performs related duties.

#### KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of relevant federal and state laws, criminal and traffic codes, search and seizure laws, county ordinances, and department policies and procedures.
- Knowledge of traffic accident investigation techniques and procedures.
- Knowledge of the geography and streets of the county.
- Knowledge of the court system and judicial procedures.
- Knowledge of law enforcement and security principles and practices.
- Skill in the use of a computer.
- Skill in operating police vehicles, firearms, and emergency equipment.
- Skill in interviewing and interrogation techniques.
- Skill in operating radios and communications equipment.
- Skill in operating radar equipment.
- Skill in restraining persons without causing physical harm.
- Skill in oral and written communication.

#### SUPERVISORY CONTROLS

The Chief Deputy Sheriff assigns work in terms of general instructions. The supervisor spot-checks

completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

## GUIDELINES

Guidelines include local, state, and federal laws and department and county policies and procedures. These guidelines require judgment, selection, and interpretation in application.

## COMPLEXITY/SCOPE OF WORK

- The work consists of varied law enforcement, administrative, and technical duties. Potentially dangerous and life-threatening situations contribute to the complexity of the position.
- The purpose of this position is to enforce local, state, and federal laws and to provide for the safety and security of the public. Successful performance helps ensure the safety of life and property and results in the enforcement of local, state, and federal laws.

## CONTACTS

- Contacts are typically with department personnel, other county employees, business owners, citizens, suspects, inmates, juveniles, school staff, students, inmates, representatives of other law enforcement agencies, court personnel, and members of the general public.
- Contacts are typically to give or exchange information, resolve problems, provide services, and motivate persons.

## PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, stooping, bending, crouching, or walking. The employee occasionally lifts light and heavy objects, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed in an office and outdoors, occasionally in cold or inclement weather. The work requires the use of specialized law enforcement equipment.

## SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

## MINIMUM QUALIFICATIONS

- Knowledge and level of competency commonly associated with the completion of specialized training in the field of work, in addition to a high school diploma.

- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- Possession of or ability to readily obtain a valid driver's license issued by the State of South Dakota for the type of vehicle or equipment operated.
- Possession of or ability to readily obtain State of South Dakota Law Enforcement Training certification.

APPLY BY

Submit Brown County application to:

- Brown County Sheriff's Office  
22 Court St.  
Aberdeen, SD 57401

Email: [Dave.Lunzman@browncounty.sd.gov](mailto:Dave.Lunzman@browncounty.sd.gov)