



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

TITLE: ASSISTANT DIRECTOR OF PUBLIC SAFETY

SALARY: \$90,770 - \$125,647 annually

LOCATION: Monroe County Department of Public Safety

PURSUANT TO SECTION 211 of the New York State Retirement and Social Security Law, the Monroe County Department of Public Safety is conducting a recruitment effort for the position of Assistant Director of Public Safety. We are canvassing to see if there are any interested non-retirees who would meet the minimum qualifications.

JOB SUMMARY:

This is an administrative position in the Department of Public Safety, responsible for assisting the Director and Deputy Director of Public Safety with planning, evaluating, and overseeing projects, with an emphasis on the Probation division. Employee will be on call 24 hours a day and may be required to work nights and weekends. The employee reports directly to, and works under the general supervision of the Director of Public Safety. General supervision is exercised over the Probation Director. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation with a Bachelor's degree in Criminal Justice, plus ten (10) years paid full-time or its part-time equivalent experience in the rank of Captain or higher in an organized police department of five-hundred (500) or more sworn officers in the State of New York, plus two (2) years of experience working in corrections.

SPECIAL REQUIREMENTS:

- (1) Possession of a Federal Bureau of Investigation National Academy Associates (FBINAA) Certificate and completion of the Accreditation Assessor Training by New York State Division of Criminal Justice Services.
- (2) Depending on position duties, candidates for employment with Monroe County Government will be required to pass a pre-employment drug test.
- (3) Must be a United States Citizen at the time of appointment.
- (4) Possession of a valid class D driver license to operate a motor vehicle in New York State at the time of application
- (5) Applicants may be required to undergo a State and national criminal history background investigation, which will include a fingerprint check, to determine suitability for appointment. Failure to meet the standards for the background investigation may result in disqualification.

ADDITIONAL INFORMATION:

Effective February 2023 through December 2024 Monroe County will be providing full-time employees a quarterly \$1000 retention payment.

210 County Office Building, 39 West Main Street, Rochester, NY 14614-1471
PHONE: (585) 753-1700 TTY: (585) 753-1091 WEB SITE: <http://www.monroecounty.gov>

Monroe County government prohibits discrimination in employment, program activities, procurement and contracting against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation or national origin.
An Equal Opportunity Employer

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES
39 WEST MAIN STREET - ROOM 210
ROCHESTER, NEW YORK 14614