



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Maggie Brooks  
County Executive

Brayton McK. Connard, SPHR  
Director

**TITLE:** STATEWIDE AUTOMATED BIOMETRIC IDENTIFICATION SYSTEM (SABIS) MANAGER

**SALARY:** \$55,330 - \$75,222 annually

**LOCATION:** Monroe County Sheriff's Office

### **JOB SUMMARY:**

This position, located in the Police Bureau of the Monroe County Sheriff's Office, oversees all activities regarding utilization of the Statewide Automated Biometric Identification System (SABIS) by police agency personnel within a twelve county region. Coordinates and provides expert technical assistance and training to users of SABIS and directs all activities relating to equipment utilization. The employee reports directly to, and works under the general supervision of a Deputy Sheriff Road Patrol-Captain or other higher level staff member. Does related work as required.

### **MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of an equivalency diploma plus EITHER:

- (A) Five (5) years full-time or its part-time equivalent paid work experience in latent friction skin identification with a law enforcement agency, including one (1) year of full-time or its part-time equivalent paid work experience as an Automated Fingerprint Identification System (AFIS) operator; OR,
- (B) Graduation from a regionally accredited or New York State recognized college or university with an Associate's degree in Criminal Justice PLUS three (3) years full-time or its part-time equivalent paid experience as described in (A) above, including one (1) year of full-time or its part-time equivalent paid work experience as an AFIS operator.

### **SPECIAL REQUIREMENTS:**

1. Must be certified by the New York State Division of Criminal Justice Services as a Latent Print Examiner at the time of appointment; OR
2. Possession of a valid International Association for Identification (I.A.I.) Latent Print Certificate at the time of appointment.

Candidates will be subject to an extensive background investigation by the Monroe County Sheriff's Office. Candidates may be required to authorize access to educational, financial, employment, criminal history, mental health records and/or other records. Candidates may also be subject to additional screenings as a term and condition of employment. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

### **RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment.

**Send Civil Service Application to:**

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

**Posting Date:** June 30, 2015

**Posting Deadline:** July 14, 2015