

The Onondaga County Sheriff's Office is currently accepting applications for the position of:

Undersheriff

Location: Onondaga County Sheriff's Office  
Syracuse, NY

Salary: \$102,871-136,373.

Hours of work: Varies

Please submit a County application found on the Onondaga County Personnel website, cover letter and resume. Official job description, including minimum qualifications, can be found on the Personnel page at [www.ongov.net](http://www.ongov.net).

Name and Address where Applications/Resumes should be directed:

*Katherine Trask, Chief of Staff Services*  
Onondaga County Sheriff's Office  
407 South State Street  
Syracuse, NY 13202  
Email: [KateTrask@ongov.net](mailto:KateTrask@ongov.net)

**"Onondaga County is an Affirmative Action/Equal Opportunity Employer"**

The Undersheriff is responsible for the daily supervision of all aspects of the Sheriff's Office, acts as the Sheriff's second in command, and serves as a confidential advisor to the Sheriff. The Undersheriff acts under the authority of the Sheriff in all decisions of the Office in the Sheriff's absence. The Undersheriff is responsible for commanding, directing and controlling the Civil/Administration, Correction, Custody, and Police Departments operating within the Sheriff's Office, which includes nearly 800 sworn and civilian personnel. The Undersheriff has direct supervision and command over Staff Development (Training), the Internal Affairs Unit and the Public Information Officer, with additional direct supervision responsibilities as required and determined by the Sheriff. The Undersheriff builds policy and written directives based on the needs of the Office, with best practices identified within the law enforcement and public safety fields. The Undersheriff is responsible for ensuring agency compliance with all applicable professional accreditation standards.

**MINIMUM QUALIFICATIONS**

Suitable candidates must have a minimum of ten years (10) years of full time law enforcement experience, with at least five years of command level experience. Candidates must have a strong knowledge of modern law enforcement practices, to include: law enforcement role and authority, use of force, patrol, traffic, criminal investigations, juvenile operations, special operations, critical incident management, crime prevention, evidence collection and preservation, property control, victim/witness assistance, training, detainee transport, processing, and holding, legal process and professional accreditation. Candidate must have experience that includes: management and administration, development of written policies and procedures, fiscal management, personnel management and processes that include recruitment, civil service, selection, promotion, training, performance evaluation, investigating personnel complaints, dealing with collective bargaining units, discipline, planning, directing and managing sworn and civilian personnel, and public speaking. Experience with the New York State American Correctional Association (ACA) and the Commission on Accreditation for Law Enforcement Agencies Inc. (CALEA) public safety accreditation programs is preferred. Must have at least a high school diploma; some college and advanced law enforcement command level training preferred. Onondaga County residency is preferred.