



**Office of Personnel and Civil Service
Exam Announcement
Please Post Conspicuously**

Michael Mascarenas
County Manager

Shaun Gilliland
Chairman of the Board

TITLE: **SPECIAL PATROL OFFICER**
(Provisional Appointment*)

SALARY: **\$24.00/HR.**

LOCATION: Essex County Sheriff's Department, Lewis

JOB SUMMARY: This position involves responsibility for patrolling assigned areas, maintaining order and providing security in public buildings, schools, courtrooms and at public gatherings. People employed in this class shall have all the powers of a peace officer, as set forth in section 2.20 of Criminal Procedure Law, when performing the duties of protecting property or persons on such premises. The work is performed under the general supervision of the Sheriff or Undersheriff. The incumbent does related work as required.

MINIMUM QUALIFICATIONS: Retired member of a police or sheriff's department in New York State; or a retired member of the division of *state police; or a retired former corrections, parole, or probation officer in New York State.

Note: In accordance with Section 209-V of General Municipal Law, a retiree who had permanent competitive class status in one of the above listed occupations may reinstate to a Special Patrol Officer position without further examination. Reinstatements must meet the terms and conditions of Essex County's Civil Service Rules.

**Note: Members of the New York State Police are not eligible to be reinstated; however, can be re-employed as Special Patrol Officers by participating in a civil service examination for the position (DCS Memo dated September 9, 2019-PAR-7/2019).*

SPECIAL REQUIREMENTS: Candidate must possess the appropriate New York State Driver's License at time of appointment and maintain the same throughout employment.

Residency Requirement: There is no residency requirement.

(OVER)



Essex County Dept. of Personnel & Civil Service
Essex County Government Center, 7551 Court Street, P.O. Box 217, Elizabethtown, NY 12932



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518.873.3360

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Possession of a Peace Officer Training Certificate within one year of appointment as prescribed by the municipal police training council in accordance with Criminal Procedure Law 2.30 or an appropriate waiver as described in General Municipal Law 209-Q (1).

SPECIAL REQUIREMENT TO CARRY OR POSSESS FIREARMS: Special Patrol Officers may not carry or possess firearms while on duty unless authorized to do so by the Sheriff or Undersheriff and a license has been issued pursuant to Section 400.00 of Penal Law (Section 2.10.37 of Criminal Procedure Law). Where possession of the license is required, eligibility for and continued possession of the license is required for employment.

Additional Information: Qualified candidates will be subject to a Civil Service examination to be announced at a later date. Applications will be accepted until the closing date for the examination. People seeking employment with Essex County shall be required to submit to a drug and alcohol screening/testing, pre-employment physical, and additionally may be required to submit to a fingerprint background check, depending upon the specific requirements of the position.

****The term provisional means that you will be required to take the next civil service examination for this title and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.***

Posting Date: August 22nd, 2025

Application Deadline: September 2nd, 2025



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