

## TRANSPORT OFFICER

DISTINGUISHING FEATURES OF THE CLASS: The work involves performing specialized correction officer duties for the County correctional facility. An incumbent transports prisoners and provides related security when a prisoner is taken to court or otherwise temporarily moved from incarceration. The work is carried out under general supervision. A Transport Officer does related work as required.

### TYPICAL WORK ACTIVITIES:

- Guards prisoners in transit between jail, courtroom, prison, or other point, traveling by automobile when necessary;
- Completes extraditions of prisoners from other jurisdictions, traveling by automobile or public conveyance;
- Escorts inmates to and from visiting rooms, religious services, and attorneys;
- Guards prisoners during arraignments or court sessions;
- Serves court orders and processes, traveling by automobile or patrol car;
- Completes reports associated with the work.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Working knowledge of procedures pertaining to the transport and security of prisoners; working knowledge of the responsibilities and obligations of a peace officer; skill in the operation of motor vehicles; ability to reason clearly and make sound judgements related to the security and control of inmates; ability to keep records and make reports; good character; physical condition commensurate with the demands of the position.

### MINIMUM QUALIFICATIONS: Either:

A. Graduation from high school or possession of a high school equivalency diploma;

OR

B. One (1) year of experience as a peace officer or police officer.

### SPECIAL REQUIREMENT:

1. A Transport Officer is a peace officer pursuant to Criminal Procedure Law Section 2.10 (25) and must therefore meet the training requirements specified in Section 2.30 of such statute within 12 months of appointment. When serving court orders or processes, a Transport Officer is not a peace officer.
2. Possession of an appropriate class New York State Driver's License.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Adopted: 9/23/87