

DEPARTMENT: NORTH TONAWANDA POLICE DEPARTMENT
CLASSIFICATION: NON-COMPETITIVE
APPROVED: 2/21/96

DETENTION AIDE
(North Tonawanda)

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for maintaining custody and security of prisoners at police headquarters, court, detention facilities or other assigned locations. The work is performed under the direct supervision of a Police Officer according to established procedures for handling prisoners. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)
Searches prisoners for weapons, contraband, drugs and other harmful articles;
Guards persons detained at a police station house or detention pending hearing or transfer to a penal institution;
Cares for and administers to prisoners who are sick or intoxicated;
Accompanies prisoners to court and remains with them until the case has been disposed;
May observe inmates in detention area to assure prisoners' well being and adherence to regulations and rules;
May be responsible for the cleanliness and sanitation of detention areas.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:
Ability to understand both written and oral instructions, and to follow orders implicitly;
Ability to maintain discipline among prisoners and to enforce rules and regulations with firmness and tact;
Ability to exercise judgment and act quickly in emergencies;
Ability to prepare simple reports;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None are required.

Non-competitive approved by State CSC 12/17/2001.