

*Superior Court of the State of California
County of Shasta*

DEPUTY MARSHAL

DEFINITION

Under general supervision, serves warrants of arrest issued by the Court; serves as Court Bailiff; performs related work as required to expedite the business of the Court or the Marshal's office; and performs general law enforcement duties as may be required by any peace officer.

DISTINGUISHING CHARACTERISTICS

This is the sworn and journey level in the Deputy Marshal class series. A Deputy Marshal may be assigned to Court Bailiff or perimeter security and is expected to perform with proficiency and sound judgment in either capacity.

EXAMPLES OF DUTIES

Serves as Bailiff in the Court or provides perimeter security; attends sessions of the Court and preserves order in the courtroom; oversees security at the weapons screening station; guards and maintains the security of prisoners during Court appearances; summons jurors and takes responsibility for them while they are deliberating or absent from the courtroom; maintains necessary records and files on jury panels; carries out directions from the bench officer in expediting Court business and in maintaining order; serves and executes warrants of arrest; prepares necessary records and reports as needed; may assist in the lead supervision and training of new employees at the Deputy Marshal Trainee level; performs those duties as may be required of all peace officers as a first responder or back up officer.

EMPLOYMENT STANDARDS

Any combination of education and experience sufficient to directly demonstrate possession and application of the following knowledge and abilities.

Knowledge of (Entry Level):

- Basic principles and practices of law enforcement;
- Basic rules and regulations of the Marshal's office;
- Basic civil procedures and processes;
- Pertinent laws, codes, and regulations regarding the serving and execution of warrants of arrest;
- Procedures and the arrest and custody of prisoners;
- Care and operation of small firearms and other law enforcement equipment.

Knowledge of (Lateral Transfer):

For those candidates who possess a Basic Law Enforcement Certificate awarded by POST and who are currently employed by a law enforcement agency as an 830.1 Penal Code category peace officer, the following additional knowledge is required:

- Laws pertaining to search and seizure, arrest, and interrogation of suspects;
- Rules of evidence and basic criminal law;
- Techniques of criminal investigation;
- Operational and security court procedures in criminal and civil cases.

Ability to:

- Demonstrate keen powers of observation and memory;
- Make independent decisions while working in the field;
- Make arrests and deal effectively with prisoners;
- Analyze situations accurately and adopt effective courses of action;
- Control, direct, and instruct inmates individually and in large groups;
- Carry out the direction of the bench officer in executing Court business and maintain order in the courtroom and other Court facilities;
- Write clear and comprehensive reports;
- Understand and carry out oral and written directions, regulations, and departmental policies;
- Proper use and care for firearms;
- Establish and maintain cooperative working relationships with fellow employees and the general public;
- Testify in court effectively;
- Stand and walk for long periods of time, perform moderate physical effort on an intermittent basis and strenuous physical effort on an occasional basis.

SPECIAL REQUIREMENTS

- Graduation from a California Law Enforcement Academy approved by the Commission on Peace Officer Standards and Training;
- Possession of an appropriate California Class C driver license with an acceptable driving record;
- No felony convictions;
- U.S. citizenship is required or a permanent resident alien who is eligible for and has applied for citizenship.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to stand and sit for long periods of time. The employee is regularly required to use hands to

finger, handle, or feel; and taste or smell. Speaking and hearing to communicate in person and on the telephone—POST required Sight and Hearing Standards—specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Occasional lifting and/or moving of objects weighing up to 100 pounds. Moving from place to place within an office; occasionally required to stand, walk, reach with hands and arms, climb or balance, and stoop, kneel, crouch, or crawl; some reaching for items above and below desk level. Operation of Law Enforcement Emergency Vehicles. Operation of firearms and related use of force and restraint equipment (i.e., stun devices, handcuffs, baton, and chemical spray). Operation of electronic security devices, control systems, keyboards, and monitors. Ability to perform physical restraint techniques effectively, which is necessary in making arrests, in controlling prisoners, and for self-defense. Occasional physical exposure to communicable diseases and hazardous substances may occur.

WORKING CONDITIONS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; extreme cold; extreme heat; risk of electrical shock; explosives; risk of radiation; and vibration. The noise level in the work environment is usually moderate. The employee must be able to handle multiple tasks with shifting priorities and with occasional interruptions of planned work activities from telephone calls, office visitors, and response to unplanned events. There may be periodic contact with angry and upset individuals.