

**POLICE SERGEANT (PROM)**  
**NYS #72-261 RC/EL #22075**

Examination to be held **June 11, 2022**; Last filing date **May 06, 2022**

A \$30 non-refundable application filing fee is required. A check or money order made payable to the Rockland County Commissioner of Finance must accompany the application. Please refer to Supplement A for further information regarding the application filing fee. Applications are available at: <https://mycivilservice.rocklandgov.com/exams>.

1. If applying on-line, completed applications must be submitted by 11:59 PM EST on the last filing date.
2. If applying by mail, completed applications must be postmarked no later than the last filing date.

**VACANCIES:** Exist in the **Town of Stony Point**.

For this promotion examination, eligibles can be appointed only in the jurisdiction in which they are presently employed.

**SALARY:** In accordance with the appropriate labor agreement.

**WHAT THE JOB IS LIKE:** This is responsible work usually involving the supervision of Police Officers on an assigned shift. However, duties may also include specialized, technical police work of a varied nature. Supervision is exercised over Police Officers directly or by inspection and patrol reports and may be exercised over clerical personnel. The work is performed according to regulations and procedures under the general supervision of an officer of higher rank. Does related work as required

**MINIMUM QUALIFICATIONS:** You must be currently employed by the **Town of Stony Point** and have three (3) years of permanent competitive class status there as a Police Officer or Police Officer with any parenthetical designation (e.g., Spanish Speaking, French/Creole Speaking, etc.) within a period of three years immediately preceding the date of the written examination.

**NOTE:** Completion of a course in Police Supervision as required by the Municipal Police Training Council must be completed within the timeframe prescribed by Section 209-q of the General Municipal Law and prior to completion of the probationary period.

**NOTE:** Any outstanding application documentation must be submitted to the Rockland County Department of Personnel no later than two (2) weeks prior to the exam date. Failure to comply with the deadlines set herein may result in the disapproval of your application; disqualification from sitting for the examination; and/or disqualification from a resulting list of eligible candidates. These deadlines are subject to change by the Rockland County Department of Personnel upon notice to a candidate.

**SUBJECT OF WRITTEN EXAMINATION:**

1. Law enforcement methods and practices – These questions test for knowledge of accepted police methods and practices and/or their application to situations in the police field. The questions are a sampling of the various knowledge that police personnel may be required to possess in the course of their day-to-day work-related activities.
2. New York State Laws- Police – These questions test for knowledge of the laws in effect on January 1, 2021 that law enforcement personnel may encounter in the course of their day-to-day work-related activities. The questions are a sampling of job-related sections of the Penal Law, Criminal Procedure Law, Vehicle and Traffic Law, Family Court Act and other laws relevant to law enforcement in New York State.
3. Supervision – These questions test for knowledge of the principles and practices employed in planning, organizing, and controlling the activities of a work unit toward predetermined objectives. The concepts covered, usually in a situational question format, include such topics as assigning and reviewing work; evaluating performance; maintaining work standards; motivating and developing subordinates; implementing procedural change; increasing efficiency; and dealing with problems of absenteeism, morale, and discipline.
4. Understanding and interpreting written material – These questions test how well you comprehend written material. You will be provided with brief reading selections and will be asked questions about the selections. All the information required to answer the questions will be presented in the selections; you will not be required to have any special knowledge relating to the subject areas of the selections.
5. Preparing written material in a police setting – These questions test for the ability to prepare the types of reports that police personnel write. Some questions test for the ability to present information clearly and accurately. They consist of restatements of information given in note form. You must choose the best version from each set of four choices. Other questions test for the ability to organize paragraphs. They consist of paragraphs with their sentences out of order. For each of the paragraphs you must choose, from four suggestions, the best order of the sentences.

**USE OF CALCULATORS IS PROHIBITED FOR THIS EXAMINATION**

A Guide for the Written Test for **Police Supervisors/Investigators** is available at the New York State website: <https://www.cs.ny.gov/testing/testguides.cfm>. Candidates not having access to a computer or the internet may request copy of the test guide from the municipal civil service office conducting this examination using the contact information found elsewhere on this announcement.

**Date Issued: 04/01/2022**