

CAPTAIN (CORRECTION)

General Statement of Duties and Responsibilities

Under general supervision, supervises the work of Correction Officers assigned to the care and custody of prison inmates in accordance with the Department of Correction's rules, regulations procedures and orders of superior officers; performs related work.

Examples of Typical Tasks

Monitors the supervision of inmates; oversees inmate movement; authorizes and directs search activities.

Supervises and evaluates the work performance of subordinates.

Responds to reports of emergencies.

Confers with staff of all ranks to give and/or receive instructions and to make and/or receive reports.

Conducts roll calls, and inspections of officers and posts.

Receives fines and bail.

Keeps records and makes reports.

CAPTAIN (CORRECTION) (continued)

Examples of Typical Tasks (continued)

May perform inmate classification, officer training, or the organization and supervision of prison industries.

May, in the temporary absence of the supervisor, perform the duties of that person.

Operates a motor vehicle in the performance of duties.

Qualification Requirements

Three years of permanent service in the title of Correction Officer (70410), plus either:

- a) Sixty semester credits from an accredited college; or
- b) Combination of graduation from the Correction Academy (Recruitment Training) program and semester credits from an accredited college, totaling sixty semester credits; or
- c) Sufficient work experience as a Correction Officer to equal a satisfactory equivalent combination of the education and experience described in "a)" or "b)" above. Experience may be substituted for college credits on the basis of one year of work experience for 1.76 of the required college credits up to a maximum of 25 years or 44 college credits. However, all candidates must have a minimum of three years of permanent service in the title of Correction Officer, in addition to meeting the educational requirements described in "a)" or "b)" above.

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THE CORRECTION SERVICE [009]

CODE NO. 70467

CAPTAIN (CORRECTION) (continued)

License Requirement

A motor vehicle driver license valid in the State of New York. This license must be maintained for the duration of employment.

Direct Lines of Promotion

From: Correction Officer (70410)

To: Warden (Correction)
(M 70488)