COUNTY OF SUFFOLK
NEW YORK
POLICE DEPARTMENT
GERALDINE HART
POLICE COMMISSIONER

JOB POSTING
Effective 5/30/18
Evidence Recovery Tow Operator (E.R.T.O.)

A position for Evidence Recovery Tow Operator, which is assigned to the Suffolk County Police Department, Towing and Recovery Unit in Westhampton, NY. The current work schedule is 3:00 p.m. to 11:30 p.m. (for the first year per the current contract), Tuesday through Saturday including holidays, with an annual salary of $43,664 and is expected to be filled by approximately July 30, 2018.

Interested applicants may apply by completing a Civil Service application and submitting it to the Personnel Section by June 8, 2018.

MINIMUM QUALIFICATIONS
Either:
(a) Graduation from a standard senior high school or possession of a high school equivalency diploma and one (1) year of experience in the operation of medium weight flatbed trucks or tow trucks to transport accident vehicles; or,
(b) One (1) year of experience as a Heavy Equipment Operator.

NECESSARY SPECIAL REQUIREMENT
Candidates must possess a CDL B license with tow truck endorsement issued by the New York State Department of Motor Vehicles. License must be maintained throughout employment in this position.

SPECIFIC JOB DUTIES INCLUDE:
- Operates large flatbed trucks to transport vehicles.
- Operates tow trucks to transport vehicles.
- May drive tractor trailers involved in accidents.
- May drive army all-terrain vehicles.
- Maintains and makes minor repairs to vehicles.
- May transport accident and crime scene vehicles, possibly containing hazardous materials.
- May transport disabled department vehicles and decommissioned cars.
- Confers with the commanding officer on the scene to determine the best way to retrieve vehicles.
- Rigs and secures vehicles.
- Maintains chain of evidence while securing and transporting vehicles.
- Maintains records of vehicles transported that may be used in court.