

**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.



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