

**DEPARTMENT:** NORTH TONAWANDA POLICE DEPARTMENT  
**CLASSIFICATION:** NON-COMPETITIVE  
**APPROVED:** 2/21/96

**DETENTION AIDE**  
**(North Tonawanda)**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for maintaining custody and security of prisoners at police headquarters, court, detention facilities or other assigned locations. The work is performed under the direct supervision of a Police Officer according to established procedures for handling prisoners. Does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative Only)  
Searches prisoners for weapons, contraband, drugs and other harmful articles;  
Guards persons detained at a police station house or detention pending hearing or transfer to a penal institution;  
Cares for and administers to prisoners who are sick or intoxicated;  
Accompanies prisoners to court and remains with them until the case has been disposed;  
May observe inmates in detention area to assure prisoners' well being and adherence to regulations and rules;  
May be responsible for the cleanliness and sanitation of detention areas.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**  
Ability to understand both written and oral instructions, and to follow orders implicitly;  
Ability to maintain discipline among prisoners and to enforce rules and regulations with firmness and tact;  
Ability to exercise judgment and act quickly in emergencies;  
Ability to prepare simple reports;  
Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** None are required.

Non-competitive approved by State CSC 12/17/2001.