

# Cascade County

## Job Vacancy Announcement

Position: Deputy Sheriff	Closing Date: November 1, 2013
Dept.: Sheriff's Office	Dept. Adm.: Sheriff Edwards
Type of Position: Full-time	Salary: \$20.72
	Must join Cascade County Deputy Association
Applications available at Cascade County Human Resources Department, <a href="http://www.cascadecountymt.gov">www.cascadecountymt.gov</a> or Job Service. All application materials must be turned in to the Cascade County Human Resources Department and date stamped by 5:00 p.m. on the closing date.	

### POSITION DESCRIPTION

A Deputy Sheriff serves in a highly responsible and visible capacity in the protection of life and property; preserves the public peace, prevents crimes, arrests violators of the law, enforces all laws and ordinances; does related work as required.

\*\* See attached Job Description for details

*The successful applicant must meet the following requirements:*

- Obtain a complete physical and psychological examination by a licensed physician prior to employment;
- High School Diploma or G.E.D.
- Must be a U.S. citizen;
- Be at least 18 years of age;
- Possess or be eligible for a Montana Drivers License and a good driving record;
- Submit to a criminal history and extensive background investigation;
- Successfully complete an oral interview board;
- Attend and successfully complete the Montana Law Enforcement Basic Academy within one (1) year of employment;
- Montana P.O.S.T certified, desired but not required.

### \*\*\* APPLICATION PACKET REQUIREMENTS

Each applicant is required to provide the following:

- ❖ Complete signed and notarized supplemental forms — attached
- ❖ Copy of a valid picture ID
- ❖ Copy of diploma or GED
- ❖ Signed copy of Job Description (acknowledges you have read and understand) — attached
- ❖ Detailed resume of work experience
- ❖ Completed Cascade County Employment Application

*The successful applicant must serve a one (1) year probationary period and may have a criminal background check conducted. The results thereof may disqualify the applicant from consideration for employment with the County. Applicant must join the Cascade County Deputy's Association. Any individual with a felony conviction, a domestic violence conviction or outstanding warrants is ineligible for consideration for employment with the Cascade County Sheriff's Office.*

**Notice to Applicants:** Applicants who are claiming Veteran's or Handicap Preference must provide a DD-214 Discharge Document or DPHHS Handicap Certification and Employment Preference Form with their application for employment so that Cascade County may apply the preference during the selection process.

Cascade County makes reasonable accommodations for any known disability that may interfere with the applicant's ability to compete in the recruitment and selection process or an employee's ability to perform the essential duties of the job. For Cascade County to consider such arrangements, the applicants must make known any needed accommodations.

CASCADE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER