

POSITION ANNOUNCEMENT
DEPUTY PATROL
SHERIFF'S DEPARTMENT

Starting Salary: \$42,894.60 per year

This is a full-time, 40 hour per week position which includes a full range of benefits including paid vacation, sick leave, holidays, employee health, dental, life, disability and tuition assistance programs.

JOB DESCRIPTION: Responds to calls for service, takes information, writes incident reports, and initiates course of action applicable to the situation. Patrols assigned area to deter criminal action. Makes traffic stops and issues moving and non-moving violations. Investigates crimes or complaints received, and makes custodial arrests. Attends court hearings and testifies. Performs other duties as assigned.

REQUIREMENTS: Must be a resident of Missouri. Must be Class A certified under Missouri Peace Officers Standards and Training (P.O.S.T.) according to RSMO 590 prior to appointment or those enrolled in an academy may apply when they are within 90 days of graduation. Must have a valid Driver's License, satisfactory driving record and be free from (and have no pending) felony conviction (s), or misdemeanor conviction(s) related to domestic violence. High school graduation or equivalent required. Associate's Degree in Criminal Justice or related preferred. Requires courteous, effective oral and written communication skills sometimes under adverse conditions. Requires physical ability to perform foot pursuits, subdue suspects resisting arrest, etc. Considerable skill in the operation of law enforcement equipment including firearms and in-car computer systems. Considerable knowledge of federal, state, and local laws as they pertain to law enforcement.

EXAMINATION COMPONENTS: A written examination, physical agility test, structured oral interview, and evaluation of information submitted in response to the Addendum will be given consideration. Prior to appointment, a drug screen, background investigation, polygraph, and psychological evaluation (waived for current County employees who have previously taken the psychological) will be completed.

EXAMINATION PROCEDURE: All applicants meeting minimum requirements will take a written examination and a physical agility test. These examinations will be given at various times during the year to those who have applied. The written and the physical agility test scores will be tabulated and the addendum information evaluated. The oral examination score will then be added to determine the applicants' final rating. This final rating will determine the applicant's standing on the eligibility list.

ELIGIBILITY LISTS: Candidates must pass all examinations and meet all qualifications to be added to the eligibility list. Once on the list, eligibility lasts for one year (unless the list is canceled and examination procedures revised). The list may also be used to fill openings that occur in similar law enforcement positions. Candidates placed on the list who are later found to have employment or character histories which are incompatible with the high standards expected of County deputies may, following notification to the candidate, be removed from the eligibility list.

TO APPLY: Submit application via www.sccmo.org . Submit credentials (Copies of P.O.S.T. certificate, academy certificate, high school or college diploma –include HS/College phone # & addresses) plus information specified on the “Addendum to Application” to: St. Charles County Human Resources Department, 201 N. 2nd St., Rm. 519, St. Charles, MO 63301, Monday - Friday from 8:00 am -5:00 pm. . **To assure consideration applications must be received by April 28, 2010**

St. Charles County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. St. Charles County is a drug and alcohol free work place. A pre-employment drug screen is required for all positions.

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DEPUTY PATROL & PARK RANGER TESTING

Testing to update eligibility lists

PHYSICAL AGILITY TEST

Dates: Wednesday, May 5th 2010 - 9:00 am
Thursday, May 6th 2010 - 9:00 am

Location: Boys & Girls Club (Blanchette Park)
1400 Olive St. St Charles, MO 63301

WRITTEN EXAM

Dates: Wednesday, May 5th 2010 - 1:00 pm
Thursday, May 6th 2010 - 1:00 pm

Location: St. Charles County Administration Building
Room 115
201 N. 2nd Street, St. Charles, MO 63301

All applicants interested in testing must apply on line at: www.sccmo.org

Your packet with required forms will be sent by e-mail after you apply or you may select the links on the employment page of our website. Please call the HR Dept. if you would prefer us to mail you a packet. Please call 636-949-7320 x 7198 by Friday April 30th to sign up for the written & physical agility test. All Academy attendees who will graduate before August 5th, 2010 are eligible.

All applicants must have our medical form signed by a physician prior to taking the physical agility test. Please bring this form to the park the day of the physical agility test.

Applicants that successfully complete both the written and physical exams will move on to the next phase, the oral interview.

Please send a copy of P.O.S.T certificate, academy certificate, and high school or college diploma to: St. Charles County HR Department, 201 N. Second Street, Rm. 519, St. Charles, MO. 63301, Monday through Friday from 8:00 AM - 5:00 PM.

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