



Office of the Sheriff

J.R. Patterson

PALO PINTO COUNTY

Law Enforcement Center, 420 Cedar Street

P.O. Box 279

Palo Pinto, Texas 76484

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Notice is hereby given that the Office of the Sheriff of Palo Pinto County, Texas, will begin accepting applications for the following position:

Title: Detention Sergeant - Maintenance Division
Position: Full Time Position
Salary: \$25.76 advancing to 26.26 per hour

Responsibilities include but are not limited to:

- Maintain the operation of fleet vehicles and the detention facility.
- Supervise prisoners classified at trusty status.
- Basic knowledge in the areas of maintenance, carpentry, plumbing, electrical engineering, and other related skills. Ensure that inmates work safely and are responsible with county equipment.
- Ensure that unauthorized persons do not have contact with a prisoner trusty.
- Coordinate court appearances, medical appointments, etc., to avoid scheduling conflicts.
- Required to work a flexible daily schedule while working on-call on alternating weeks for emergencies, which may include evenings, weekends, or holidays.

Minimum Qualifications:

- Must be at least 18 years of age (at time of appointment).
- Must be a United States Citizen.
- Must be a High School Graduate or possess a GED Equivalent
- Must be in excellent physical and mental health and free of any drug dependency or illegal drug use (A Drug Screen, Physical and Psychological Examination are required prior to appointment).
- Must be free of any Criminal Record (Above the grade of Class "C" Misdemeanor).
- Must possess a valid Texas Driver's License.
- Must have reliable transportation.
- Must be willing and able to work shift work; which may include weekends and holidays.

Preferred applicants will be currently licensed by T.C.O.L.E as a Jailer. If not licensed, applicant must meet the minimum requirements set forth by T.C.O.L.E. to become a Licensed Jailer. Applicants will be screened, and subjected to a complete background investigation. Selected applicants will be notified for interview. No information will be disclosed before or during the screening process.

The Office of the Sheriff of Palo Pinto County is an Equal Opportunity Employer.