

APPLICATION FOR EMPLOYMENT
Kaufman County Sheriff's Department
Detention Officer

Instructions- Read Carefully

Please complete in full. Please PRINT your name. Other information may be in handwriting. False information is cause for rejection or dismissal. Employment is subject to applicant's satisfying County requirements as to character, employment references, and physical examination. The application becomes the property of the Kaufman County Sheriffs Office. In accordance with the Texas Nepotism Statues, an elected or appointed official of Kaufman shall not hire a relative in the third degree of consanguinity (blood) or the second degree of affinity (marriage) to work in a department which he or she supervises.

PERSONAL

Name _____
Last First Middle Initial

Present Address _____ City _____ State _____ Zip Code _____

Telephone Number _____ Alternate Telephone Number _____

Were you previously employed by us? Yes No

Do you or your spouse have a relative employed by the County of Kaufman now? Yes No

If yes give name _____ Relationship _____ Department _____

Hiring Process

- Must meet all requirements as listed on the backside of this application
- Pre-employment examination (All applicants will be notified via the U.S. Mail as to the date of the examination, Examination are only scheduled as needed)
- Applicants must pass a background investigation
- Applicants must pass a oral interview board

Date _____ Signature of applicant _____

Please, do not attach resumes or other documents to this application.

Authorization For Release of Information and Waiver

County of Kaufman

KNOWN ALL MEN BY THESE PRESENTS:

I, _____, hereby authorize the Kaufman County Sheriff's Office and its authorized representatives bearing this release, or a copy thereof, within one year of its date, to obtain any information in your files pertaining to my criminal history, employment, military, credit, education or medical records, including not limited to academic, achievement, attendance, athletic, social media accounts, personal history, and disciplinary records, medical records, and credit records.

I hereby direct you to release such information upon request of the bearer. This release is executed with full knowledge and understanding that the information is for official use. Consent is granted to all parties to furnish such information, as described above, to third parties in the course of fulfilling its official responsibilities. I hereby release you, as custodian of such records, and any school, college, university, or other educational institution, hospital, or other repository of medical records, credit bureau, lending institution, consumer reporting agency, or retail business establishment including its officers, employees, or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may at any time result to me, my heirs, family or associates because of compliance with this authorization and request to release information, or attempt to comply with it.

I am furnishing my Social Security Account Number on a voluntary basis with the understanding such is not required by any law or regulation. I have been advised that all parties will utilize this number only to facilitate the location of employment, military, credit, and educational records concerning me in connection with this application. Should there be any question as to the validity of this release, you may contact me as indicated below:

Signature (including maiden name)

Date of Birth

Address

XXX-XX-
Social Security Number

City/State/Zip Code

(____)_____
Telephone Number

Subscribed and sworn before me this _____ day of _____, 20__.

Notary Public

DETENTION OFFICER

1. Minimum educational requirements:
 - a. Have passed a General Education Development (GED) test indicating High School graduation level;
 - b. Be a High School graduate
or
 - c. Have 12 semester hours credit from an accredited college or university
2. For peace officers and armed public security officers, be 21 years of age, or 18 years of age if the applicant has received an associate's degree or 60 semester hours credit from an accredited college or university or has received an honorable discharge from the armed forces of the United States after at least two years of active service; **for detention officers (jailers) be 19 years of age;**
3. Be fingerprinted and be subjected to a search of local, state and national records and fingerprint files to disclose any criminal record;
4. Never been or currently on court – ordered community supervision or probation for any criminal offense above the grade of a Class B Misdemeanor or a Class B Misdemeanor within the last ten years;
5. Not currently under indictment for any criminal offense;
6. Never been convicted of any offense above the grade of a Class B Misdemeanor or a Class B Misdemeanor within the last ten years;
7. Never been convicted of any family violence offense;
8. Is not prohibited by State or Federal law from operating a motor vehicle;
9. Is not prohibited by State or Federal law from possessing firearms or ammunition;
10. Be subjected to a background investigation and be interviewed prior to appointment by representatives of the appointing authority;
11. Be examined by a physician, selected by the appointing agency or employing agency, who is licensed by the Texas State Board of medial Examiners. The physician must be familiar with the duties appropriate to the type of license sought and appointment to be made. The appointee must be declared in writing by that professional within 180 days before the date of appointment by the agency to be :
 - a. Physically sound and free from any defect which may adversely affect the performance of duty appropriate to the type of license sought; and
 - b. Show no trace of drug dependency or illegal drug use after physical examination, blood test, or other medical test;
12. Be examined by a psychologist, selected by the appointing or employing agency, who is licensed by the State Board of Examiners of Psychologists. The psychologist must be familiar with the duties appropriate to the license sought and appointment to be made. This examination may also be conducted by a psychiatrist. The appointee must be declared in writing by that professional to be in satisfactory psychological and emotional health to serve as the type of officer for which the licenses sought within 180 days before the date of appointment by the agency. The examination must be conducted pursuant to professionally recognized standards and methods:
 - a. The commission may allow for exceptional circumstances where a licensed physician performs the evaluation of psychological and emotional health. This requires the appointing agency to request in writing and receive approval from the commission, prior to the evaluation being completed; and
 - b. The examination may be conducted by a qualified psychologist exempt from licensure by the Psychologist Certification and Licensing Act, Section 22, who is recognized under the exceptional circumstances;
13. Has never received a dishonorable or other discharge based on misconduct which bars future military service
14. Not have had a commission license denied by final order or revoked, or have a voluntary surrender of license currently in effect;
15. Meet the minimum training standards and pass the commission licensing examination for each license sought;
16. Not violate any commission rule or provision of Occupations Code, Chapter 1701.

Employment Information

1. Starting Salary of \$37,319.00
2. Work 12 hour shifts. (6am-6pm or 6pm-6am)
3. Four (4) days on and four (4) days off rotation
4. Must be able to work holidays
5. Two (2) week vacation after 1 year of service
6. Eight (8) hours sick time accumulated per month
7. Required to attend Jail Academy (within first year of employment) and pass State exam to continue employment
8. Must be able to pass pre-employment examination
9. Required to attend and pass the Jail Firearms course (TCOLE #3599) and able to pass the firearms qualification course at the range. In order to maintain firearm proficiency it will also be a requirement that all detention personnel re-qualify with the standard issued firearm at least 2 (two) times a year.