

## **JOB OPENING NOTICE**

JOB OPENING: Frio County is accepting applications for a full-time Patrol Deputy.

Applications can be found on the Frio County website at

<http://www.co.frio.tx.us/page/frio.Jobs.Openings> and must be submitted to the

Human Resource Office at the Frio County Courthouse located at 500 East San

Antonio Street, Pearsall, Texas 78061.

Frio County is an “at will” and an equal opportunity employer.



# Frio County Job Announcement

## Patrol Deputy

Location: Frio County Sheriff's Office, Pearsall, TX

Department: Sheriff

Job Type: Full-Time/Non-Exempt

Pay Rate: \$21.16/HR

Posting Period: Open until filled

The Frio County Sheriff's Office is an "at will" employer. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

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### **Job Summary:**

Performs uniformed police patrol, investigation, traffic regulation, and related law enforcement activities.

### **Principal Duties And Responsibilities:**

1. Works on rotating shifts performing security patrols, traffic control, investigation and first aid at accidents, detection, investigation, and arrest of persons involved in crimes or misconduct.
2. Works an assigned shift using own judgment in deciding course of action being expected to handle difficult and emergency situations without assistance.
3. Maintains normal availability by radio or telephone for consultation on major emergencies or precedent.
4. Carries out duties in conformance with Federal, State, County, and City laws and ordinances.
5. Patrols City streets, parks, commercial and residential areas to preserve the peace and enforce the law, control vehicular traffic, routinely check buildings and watches prevent or detect and investigate misconduct involving misdemeanors, felonies, and other law violations' and to otherwise serve and protect.

6. Responds to emergency radio calls and investigates accidents, robberies, civil disturbances, domestic disputes, fights, drunkenness, missing children, prowlers, abuse of drugs, etc. Takes appropriate law enforcement action.
7. Interrogates suspects, witnesses, and drivers. Preserves evidence. Arrests violators. Investigates and renders assistance at scene of vehicular accidents. Summons ambulances and other law enforcement vehicles. Takes measurements and draws diagrams of scene.
8. Conducts follow up investigations of crimes committed during assigned shift. Seeks out and questions victim, witnesses and suspects. Develops leads and tips. Searches scene of crimes for clues. Analyzes and evaluates evidence and arrests offenders. Prepares cases for giving testimony and testifies in court proceedings.
9. Prepares a variety of reports and records including offense, and incident reports, reports of investigation, field interrogation report, alcohol reports, influence reports, affidavits, bad check form, vehicle impoundment form, traffic hazard report, etc. Reports to be turned in to supervisor in a timely manner according to policy.
10. Undertakes community-oriented police work, and assists citizens with such matters as locked or stalled vehicles, crime prevention, drug abuse awareness, traffic safety, etc.
11. Participates in investigating criminal law violations occurring within the City limits, obtaining evidence and compiling information regarding these crimes, preparing cases for filing of charges, testifying in court, and related activities.
12. Conducts patrol activities including directing traffic, investigation of reported or observed violations of law, and conducting patrol activities.
13. Coordinates activities with other officers or other City departments as needed, exchanges information with officers in other law enforcement agencies, and obtains advice from the City Attorney, Municipal Court Judge, and County and District Attorneys regarding cases, policies, and procedures, as needed and assigned.
14. Maintains contact with police supervisory personnel to coordinate investigation activities provide mutual assistance during emergency situations and provides general information about Department activities.

**Peripheral Duties:**

Maintains departmental equipment, supplies, and facilities. Maintains contact with general public, court officials, and other City officials in the performance of police operating activities.

**Desired Minimum Qualifications:**

- (A) Must be 21 years or older at the time of employment;
- (B) Must possess, by time of hire, a valid State driver's license without suspension or revocations in any State;
- (C) Felony convictions and disqualifying criminal histories are not allowed;
- (D) U.S. citizen;
- (E) Must be able to read and write the English language;
- (F) Must be of good moral character and of temperate and industrious habits.
- (G) Must have ability to meet Department's physical standards.
- (H) Must possess a valid TCOLE Peace Officer License

Education and Experience:

- (A) High school diploma or equivalent
- (B) **Must hold a TCOLE Law Enforcement Certification from an accredited training academy.**

**Necessary Knowledge, Skills and Abilities:**

Some knowledge of modern law enforcement principles, procedures, techniques, and equipment;

Ability to learn the applicable laws, ordinances, and department rules and regulations; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to establish and maintain effective working relationships with subordinates, peers and supervisors; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to follow verbal and written instructions; Ability to meet the special requirements listed below; Ability to learn the City's geography.

**Selection Guidelines:**

Formal application; review of education and experience; drug screening; written exam; physical agility test; oral interview; psychological examination; final selection and pre-employment medical examination. NOTE: Appointees will be subject to completion of a standard probationary period.

**Physical Demands:**

- Sedentary – lifting no more than 10 pounds
- Light – lifting no more than 20 pounds; carry up to 10 pounds
- Medium – lifting no more than 50 pounds, carry up to 25 pounds
- Heavy – lifting no more than 100 pounds, carry up to 50 pounds
- Very Heavy – lifting more than 100 pounds, carry more than 50 pounds

**Work Environment:**

The essential job functions of this position are performed indoors and outdoors in all weather conditions

**Benefits:**

100% employer paid group health insurance

Medical

Dental

Basic Life and ADD, Dependent Life

Retirement

Paid Sick Leave and Vacation Leave

Paid Holiday

**Conditions of Employment:**

Must successfully complete a background investigation and a pre-employment drug screen.

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