

## JOB VACANCY ANNOUNCEMENT

**DATE:** SEPTEMBER 30, 2014

POSITION TITLE	TYPE APPOINTMENT	SALARY	GRADE
<b>DEPUTY SHERIFF</b>	<b>FULL-TIME</b>	<b>\$ 35,348</b>	<b>66</b>

<b>DEPARTMENT/LOCATION</b>	<b>Application Close Date</b>
<b>CUMBERLAND COUNTY SHERIFF'S OFFICE</b> An Internationally Accredited Agency	<b>OPEN RECRUITMENT</b>

**MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:** Must be met by applicant for referral as a fully qualified or trainee applicant as indicated below. Failure to meet these requirements may result in your application not being considered and/or forwarded. Those meeting these minimums may or may not be forwarded and considered for interview based upon the size and qualification level of the applicant pool.

**DEPUTY SHERIFF:** Must be a United States Citizen, be at least 21 years of age, have a high school diploma or GED and a valid North Carolina driver's license. **Must** have obtained Basic Law Enforcement Training (BLET). Must be able to pass a comprehensive background investigation which includes, but not limited to, criminal background check, polygraph testing, medical exam, drug-screen, and psychological screening.

**HOW TO APPLY: (Failure to follow these instructions may result in your application not being considered.)**

Employment application packets may be obtained from the Cumberland County Sheriff's Office, Human Resources – Room 126, 131 Dick Street, Fayetteville, NC, 28301-5793, or you may apply on-line at [www.ccsonc.org](http://www.ccsonc.org). Application packets will be received and distributed anytime Monday through Friday from 8:00 am to 5:00 pm. Completed application packets must be notarized by a NC Notary Agent and applicants must present a copy of their BLET certificate, social security card, birth certificate, driver's license, and military discharge form DD214 Member 4 (if applicable.) Resumes may be attached to applications; however, will not be accepted in lieu of a completed application.

**CONDITIONS OF EMPLOYMENT: (The selected applicant will be subject to the following conditions prior to or immediately after appointment. Failure to comply with or fulfill these conditions may result in dismissal.)**

Must have or obtain and maintain a valid North Carolina driver's license with an acceptable driving record. Must have and maintain a clean criminal record, live within forty (40) miles radius of the Law Enforcement Center, submit to a drug-screening test and receive a negative result for the use of drugs specified in the county policy. Must be able to work rotating shifts.

**GENERAL POSITION DESCRIPTION AND DUTIES: (Typical for this position - may be changed or amended without notice.)**

Under general supervision, the purpose of the position is to perform general duties of law enforcement in order to serve, protect lives, property and rights of citizens in Cumberland County. Employees in this classification perform law enforcement duties enforcing state laws and County ordinances. Position is responsible for responding to calls of service assigned by dispatchers, patrolling assigned areas throughout Cumberland County and maintaining Courthouse security as well as other county maintained facilities. Performs related work as required.

**KNOWLEDGE OF WORK PERFORMANCE INDICATORS: (Evaluation factors for employees with this classification – may be changed or amended without notice.)**

Has thorough knowledge of the methods, procedures and policies of Cumberland County as such pertains to the performance of the essential duties of a Deputy Sheriff. Has thorough knowledge of principles and practices of law enforcement. Has thorough knowledge of the laws, ordinances, standards, and regulations pertaining to the essential duties and responsibilities of the position. Has working knowledge of the organization of the department, and of related departments and agencies. Clearly understands the occupational hazards and safety precautions required to perform the essential functions of the work. Has thorough knowledge of terminology and related professional languages used within the department as such pertains to work responsibilities. Knows how to maintain cooperative and effective relationships with interdepartmental personnel, as well as any external entities with whom position interacts.