

JOB NOTICE

The **Gulf County Sheriff's Office** is accepting applications for Deputy Sheriff. An application and complete job description are available at the Gulf County Sheriff's Office or at <http://www.gulfsheriff.com/resources.cfm>. Applicants must possess a current FDLE/CJSTC Florida Law Enforcement Officer Certification or are actively pursuing certification. Law Enforcement Employment Applications will be accepted until the position is filled. Applications must be submitted or mailed to the Gulf County Sheriff's Office, ATTN: Human Resources, 418 Cecil G. Costin, Sr., Blvd., Port St. Joe, FL 32456. For more information, please contact Capt. Chris Buchanan at 850-227-1115 (ext. 2728). Gulf County Sheriff's Office enforces a Drug-Free Workplace Policy and is an Equal Opportunity Employer.

GULF COUNTY SHERIFF'S OFFICE

Job Description

Job Title:	Deputy Sheriff
Hours of Work:	Full-time, 12-hour shifts with rotating days off, some weekends and holidays. Subject to call for emergencies or to accommodate staffing requirements.
Rate of Pay/Benefits:	\$55,000/year; salary incentive for education and LEO experience pay. Florida Retirement System; Health Insurance; Dental Insurance; Life Insurance, Deferred Compensation and Employee Assistance Program. Annual Leave, Sick Leave and Holidays.

General Description:

Under general supervision of a Sergeant, or designee, performs general law enforcement work of average difficulty and responsibility in the preservation and protection of life and property, the prevention of crime, the maintenance of good public order, the enforcement of civil and criminal law, and other related duties as required by direction or assignment. All assignments involve responsibility for recognizing the social importance of the law enforcement function and for conscientious and effective performance of duties without immediate supervision. Incumbent exercises judgment and individual initiative in the performance of routine duties and in emergency situations. Positions require the member to work on rotating shifts, including nights, weekends, and holidays. Duties are generally performed on an assigned shift, but the deputy may be called upon to continue assigned duties or special work assignments on other shifts and/or at such times as directed to best fill the efficient and effective operations of the Sheriff's Office. Work is reviewed through personal observation, inspections and by discussion and review of daily reports for adherence to prescribed methods and procedures.

Essential Functions and Responsibilities:

- Pursuit, apprehension, and arrest of law violators or suspected law violators.
- Patrol assigned areas of the County to preserve public order and tranquility, and to prevent and/or discover the commission of crimes against person or property.
- Makes arrests and testifies in the prosecution of law violators; conducts preliminary and/or detailed investigations of the commission of crime or law violations.
- Protects the crime scene, gathers and preserves matters of evidence, takes and records testimony; directs and coordinates activities on-site until relieved by a superior officer; assists investigations in specialized investigations.
- Transports arrested individuals to jail and prepares offense and case reports and investigative information for evidence for court.
- Serves warrants, capias, court orders, and other legal processes; locates and arrests persons wanted on warrants or court orders.

- Enforces the traffic laws and arrests or issues summons to traffic law violators; reports unsafe road conditions; directs the flow of traffic when required; investigates traffic accidents.
- Participates in work involving juveniles, making preliminary and/or detailed investigation and follow-up, referring such cases as needed to Juvenile Court.
- Assists in the training of Personnel.
- Participates in community relation activities as directed.

Requirements:

- High school graduation or equivalent diploma.
- Certificate of completion of law enforcement training as required by the State of Florida.
- Must possess current FDLE/CJSTC Florida Law Enforcement Officer Certification or actively pursuing the certification.
- Must possess a valid Florida Driver's License, or the ability to obtain one.
- Not have tried, used or experimented with any type of illegal drugs within the past 2 years (24 months), nor any hard drugs within the past 5 years (60 months).
- Successfully pass physical and drug screen.
- Successfully pass a psychological evaluation.
- Be able to effectively communicate information both orally and in writing.

Knowledge, Skills, and Abilities:

- Knowledge of the application of modern law enforcement principles and practices.
- Knowledge of the importance of law enforcement work, the geography of Gulf County, its unincorporated areas, and the general roadway system of the County.
- Knowledge of Policy and Procedures.
- Knowledge of first aide practices.
- Ability to understand and carry out oral and written instruction.
- Ability to react quickly and calmly in emergency situations.
- Ability to cope with stressful situations and perform calmly under stressful conditions.
- Ability to work closely with others as a team.
- Ability to prepare and present clear, accurate, concise and objective written and oral reports.
- Ability to enforce the law with firmness, tact and impartiality and to deal courteously with the public.
- Ability to recognize and understand the emotional and physical reactions of both victims and perpetrators of crimes.
- Ability to maintain a level of physical conditioning to be able to physically subdue, restrain, and apprehend law violators.
- Ability to meet requirements of periodic in-service training.
- Ability to render physical assistance.

- Ability to adhere, at all times, to the standards and principles of honesty and integrity, and to keep your private life unsullied as an example to all.
- Ability to comply with the Drug-Free Workplace Act.
- Skill in calmly and systematically eliciting critical information from individuals who may be injured and/or highly emotional.

Physical Abilities:

- Satisfactory medical standards as stated on FDLE form CJSTC 75A.
- Ability to perceive sounds at normal voice range and sounds transmitted by radio and sirens.
- Ability to operate authorized revolver or semi-automatic handguns designated by the agency from a standing, crouching, kneeling, or prone position with accuracy; essentials for this requirement shall consist of, but not limited to, the following: grip, stance, sighting under various lighting conditions, trigger control, body positioning, drawing techniques, and loading/unloading.
- Ability to drive a motor vehicle in a safe and efficient manner. Essentials for this requirement shall include, but not be limited to the following:
 - Ability to sit in a standard car seat.
 - Ability to use right foot for operation of gas pedal.
 - Ability to use right foot for operation of brake pedal.
 - Ability to use column gearshift.
 - Ability to obtain and maintain a valid Florida Driver's License (minimum Class E).
 - Ability to utilize standard vehicle emergency equipment; ability to use mirrors for safe vehicle operation.
- Ability to perform all functions of the job classification without posing a direct threat to the health or safety of other individuals in the workplace.

This list of functions, duties, and responsibilities, skills, and physical abilities is not intended to be all-inclusive, and the employer reserves the right to assign additional functions and responsibilities as deemed necessary.