



## **ANNOUNCEMENT OF JOB OPENING**

**POSITION:** Patrol Deputy

**DEPARTMENT:** MILAM COUNTY SHERIFF'S OFFICE

**DATE OF POSTING:** September 18, 2023 – Position OPEN OCTOBER 8, 2023 UNTIL FILLED

The Milam County Sheriff's Office will be taking applications for the position of Patrol Deputy; this is a full-time position with County benefits. Minimum requirements include:

- Must possess at least a Basic Peace Officer Certification through TCOLE (Texas Commission on Law Enforcement) and not be prohibited from possessing a firearm.
- Must not have been arrested for or convicted of any misdemeanor criminal offense.
- Must not have been arrested for, convicted of, or indicted for any felony criminal offense.
- Must be able to stand, sit, or drive for long periods of time.
- Must be able to pass an extensive background check.
- Must be available to work any hours as assigned.
- Must be able to meet the requirements as listed in the attached job description for Milam County Sheriff's Office – Patrol Deputy.

Those wishing to apply should obtain an application from the Milam County Sheriff's Office, located at 512 N. Jefferson, Suite A, Cameron, Texas. Applications should be filled out completely and turned back in to the Milam County Sheriff's Office.

Milam County is an Equal Opportunity Employer.

Rev. 09/18/2023

# Sheriff Patrol Deputy

## Job Summary

A Patrol Deputy is responsible for traveling throughout assigned areas, generally in an assigned patrol vehicle, while in search of suspicious or criminal activities. Additionally, he/she shall be available throughout their assigned shift to answer Calls for Service, make lawful arrests, investigate criminal activity, transport prisoners, assist local or area law enforcement agencies requesting assistance, and give testimony in court proceedings.

Answers to senior command staff (Sheriff, Chief Deputy, Jail Administrator, CID Captain, CID Lieutenants, and Sergeants) and completes tasks as instructed

## Primary responsibilities

- Efficiently respond, address, investigate and/or assist members of the public who have requested service or assistance either in person or via assigned Calls for Service.
- Actively patrol highways and rural roadways to protect lives and property of the citizens of Milam County.
- Enforce traffic laws by locating and stopping violators and through the issuance of citations and/or written warnings.
- Respond to accidents/crashes or stranded motorists.
- Identify and make lawful arrests of persons committing criminal offenses, including but not limited to assault, burglary, theft, etc.
- Properly collect, secure, bag, store, label, and/or submit evidence of criminal activities or other property collected during Calls for Service.
- Thoroughly investigate reports of suspicious activity.
- Conduct and properly document witnesses and/or suspect interviews/interrogations.
- Pursue fleeing suspects or criminal actors on foot or by vehicle.
- Be able to sit, stand, or walk for long periods of time.
- Be able to wear an assigned uniform and maintain grooming standards as directed by policy.
- Be able to effectively perform primary responsibilities while exposed to harsh environments, including offensive odors, extreme heat, cold, wet, or dry conditions.
- Responsibly care for all issued equipment or tools.
- Maintain a professional and public-service oriented demeanor toward all individuals you are in contact with, including individuals who conduct themselves in a constitutionally protected manner but which you may find offensive.
- Engage in proactive policing techniques to include criminal and/or narcotic interdiction of any and/or all Milam County roadways.
- Maintain all required certifications and obtain any additionally required certifications as directed.
- Be able to periodically run or sprint distances typically between 500 and 1,000 feet.

- Be able to physically lift and carry 40 pounds and/or drag 150 pounds a minimum distance of 150 feet.
- Be able to stay awake and maintain an effective performance level of mental consciousness for extended periods of time, typically exceeding fourteen (14) hours in duration.
- Conduct and properly document traffic crash investigations.
  
- Provide roadside assistance to motorists and give directions if necessary.
- Book and process prisoners at the Milam County Jail.
- Effectively make written reports regarding arrests, reasons or probable cause for arrests, and investigations of Calls for Service, Incidents and Offenses.
- Engage in conduct that will enhance efficiency and proper performance of assigned duties.
- Have a basic working knowledge of smart-phone technology and be able to view writing and images on a LED or LCD screen typical of the size found in smart-phone technology and/or laptop computers.
- Be able to effectively read, comprehend, and write the English language.
  
- Be able to perform basic mathematical calculations of addition, subtraction, multiplication, and division.
- Be able to distinguish physical characteristics including, but not limited to the basic description of persons, their clothing, race, hair color, facial hair, and sex at distances of up to 200 feet.
- Be vigilant and available to assist with personnel shortages and/or emergency-disaster events.

A Patrol Deputy will be subject to additional duties as delegated by a higher-ranking staff member or the Sheriff.