

BERKELEY COUNTY GOVERNMENT

JOB OPENING – EXTERNAL POSTING

DEPUTY SHERIFF – PRIVATE FIRST CLASS (PS101210)

DEPARTMENT: SHERIFF'S OFFICE

JOB SUMMARY/ESSENTIAL FUNCTIONS: Under close supervision, performs general police work in the protection of life and property through the enforcement of laws and ordinances in accordance with Sheriff's Office/County policies and state/federal statutes and regulations. Patrol assigned district and provides assistance to the general public. Inspect doors and windows in business districts to ensure that no suspicious conditions exist. Enforce traffic regulations for motor vehicles and pedestrians. Directs and controls traffic flow. Investigates and writes accident and crime reports. Prevent the commission of unlawful acts; apprehends criminals; serves warrants, subpoenas and other writs. Arrest and transport individuals to headquarters to be booked on charges. Accompanies prisoners to court and maintains custody of such prisoners. Testify in court proceedings. May transport prisoners to other facilities, etc. Physically controls violent suspects/offenders. Engage in foot and/or vehicle pursuit to apprehend suspects. Administer first-aid in emergency situations. Maintains required level of proficiency in the use of firearms and ensures that weapons are in a functional and presentable condition. Perform other duties as assigned.

QUALIFICATIONS:

Private First Class - Certified: High school graduate or equivalent and one (1) year general work experience. S.C. Criminal Justice Academy LE-1 certification.

Private - Uncertified: High school graduate or equivalent and one (1) year general work experience. Must obtain the required S.C. Criminal Justice Academy LE-1 certification within **one (1)** year of employment. If employee is unable to obtain the required certification within the specified time period, employee will be terminated from service.

Must be at least 21 years of age at time of application.

Personal computer experience preferred.

Valid driver's license for South Carolina. Must have safe driving record.

Applicants will undergo an extensive background check and a pre-employment polygraph test with an interview for selected applicants to follow.

Post offer drug testing, psychological exam, pre-placement physical and a functional evaluation capacity test will be required.

Completed degree(s) beneficial to the position may be partially considered as work experience.

DISQUALIFICATIONS:

Possession or use of marijuana within the past 2 years.

Possession or use of any other illicit drug including recreational use of prescription drugs within past 10 years.

Distribution, sale, or manufacturing any drug as an adult.

Conviction of DUI or DWI within past 5 years.

Conviction of Driving Under Suspension within past 5 years.

Conviction of a felony, serious misdemeanor, or crime of moral turpitude.

Default student loan.

Unresolved judgments and tax liens.

PHYSICAL REQUIREMENTS:

This position requires the employee to frequently sit, walk, and stand and use hands to handle, or operate objects, tools, or controls; and reach with hands and arms. The employee must be able to kneel and bend at the waist. The employee must be able to use hands and fingers to handle objects such as weapons, handcuffs, etc. The employee is required to walk, talk and hear. The employee must be able to lift and carry up to seventy-five (75) pounds and move one hundred fifty (150) pounds. The employee must have the ability to restrain prisoners. The employee may be required to run in order to apprehend a person. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Position is subject to the hazards of investigatory and general law enforcement work.

SAFETY INFORMATION/DUTIES:

This is a safety sensitive position and subject to random drug and alcohol testing. All employees holding such jobs or requesting promotion or transfer to such jobs are subject to drug and alcohol testing. Attends all required safety training, follows safety policies and procedures, and uses appropriate PPE (Personal Protective Equipment) for assigned tasks.

HOURS OF WORK/MISCELLANEOUS INFORMATION:

This position is non-exempt and reports directly to the Sheriff's Office. This position is paid on the cycle pay plan.

Twelve (12) hour work schedule on assigned shift. Scheduled hours/days, job location, duties and any other information contained herein is subject to change. May be required to work extra hours and to perform extra or different duties during emergency situations.

If you are interested in applying for a position with Berkeley County Government, you will need to set up a personal account and apply online, click on "Applicant Online" from our website www.berkeleycountysc.gov and follow the prompts. For questions, contact Human Resources at 843-719-4163 (Moncks Corner); 723-3800 ext. 4163 (Charleston); or 567-3136 ext. 4163 (Saint Stephen). Computers are available in the Berkeley County Administration Building and the Libraries to apply online.

Private First Class

Entry Level Bi-Weekly Pay Range: \$1,192.70 - \$1,371.60

Date of Posting: 11/04/2015

Closing Date: Subject to close at any time.

BERKELEY COUNTY GOVERNMENT IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, RELIGION, COLOR, SEX, AGE, NATIONAL ORIGIN OR DISABILITY.

ALL EMPLOYEES OF BERKELEY COUNTY GOVERNMENT ARE EMPLOYED ON AN AT-WILL BASIS WHICH MEANS THAT THE EMPLOYEE MAY DISCONTINUE THE EMPLOYMENT RELATIONSHIP AT ANY TIME, WITH OR WITHOUT NOTICE OR CAUSE, AND THAT BERKELEY COUNTY GOVERNMENT MAY DISCONTINUE THE EMPLOYMENT RELATIONSHIP ON THE SAME GROUNDS.

APPLICANTS MAY RE-APPLY FOR EMPLOYMENT AFTER ONE (1) YEAR IF NOT SELECTED.

APPLICATIONS WILL NOT BE ACCEPTED ONCE THE POSTING IS CLOSED.