

BERKELEY COUNTY GOVERNMENT

JOB OPENING – EXTERNAL POSTING

TRANSPORT OFFICER (PS101420)

DEPARTMENT: SHERIFF'S OFFICE

JOB SUMMARY/ESSENTIAL FUNCTIONS: Under the supervision of the Division Lieutenant this position transports prisoners from locations where detained to appropriate jail or facility. Complete transport of individuals deemed to be of danger to themselves or others as assigned to appropriate facility. Ensure safety of individuals with diminished mental capacity and/or severe substance abuse addictions while transporting them to a designated facility. Must be available for transport assignments and responds in a reasonable time. Ensure that departmental policy and procedure in regard to restraints, radio procedures, and prisoner searching is strictly adhered to. Ensure that constant attention is paid to prisoners during transportation, to ensure safety of the prisoner and transport officer. Successful completion of the Basic Law Enforcement Officer III certification program at the S.C. Criminal Justice Academy within one year of start date. Ability to use good judgment regarding the use of force. Must attend all safety training and follow policies and procedures as it applies to Transport Officers. Perform other related duties as assigned.

QUALIFICATIONS:

High school graduate or equivalent and one (1) year general work experience.

Must complete the S.C. Criminal Justice Academy within one year for LE 3 (Court Security)

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

Must have and maintain a valid driver's license for South Carolina with a safe driving record.

Must be able to maintain required level of proficiency in the use of firearms.

Personal computer experience preferred.

Departmental testing will be administered during interview. Initial testing will consist of extensive background check, Nelson Denny, and a polygraph test. Upon successful completion of those tests, selected candidates will then proceed to the physical agility testing with an interview 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 Senior Transport Officer. Thirty-seven and one half (37.5) hours per week. Normal work hours are Monday through Friday between the hours of 9:00a.m. and 5:00p.m, with the ability to work flexible hours when necessary. 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.

Transport Officer - Grade C18

Entry Level Bi-Weekly Pay Range: \$1,099.23 - \$1,264.12

Date of Posting: 12/02/2016

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.