



Justin Caraway
Sheriff

Hamilton County Sheriff's Department

1108 South Rice
Hamilton, Texas 76531

254-386-8128-Main



Robert Young
Chief Deputy

JOB OPPORTUNITY ANNOUNCEMENT

DEPUTY SHERIFF

OPEN DATE: 05/23/2021

CLOSING DATE: Open Until Filled

- Annual Salary: \$37,080.00
- Work Schedule: 12-hour shifts
- Uniforms: Department provides a complete uniform with a vest
- Paid employee health insurance with optional family coverage
- Retirement: 1.5 match to 1 – employee is fully vested after 8 years.
(Texas County & District Retirement System)

The Hamilton County Sheriff's Department is looking for dedicated men and women interested in an outstanding career in law enforcement. Working for a small department comes with a unique range of complexities to conquer, it also has the unique opportunity to learn and experience things that you might not see in a larger municipality. We work as a team to ensure the safety of all citizens and their property. We continue to develop new ways to reach out to and build lasting relationships with our citizens. Hamilton County Sheriff's Office is in Hamilton, Texas, which is located:

65 miles west of Waco
41 miles north of Lampasas
38 miles northeast of Goldthwaite
31 miles northwest of Gatesville

We provide our citizens with superior service through quality personnel. If you believe you are up for the challenge and want to dedicate yourself to a career in law enforcement or continue to serve. Send a [current resume](#), a completed [TCOLE Personal History Statement](#) , [Hamilton County Employment Application](#) and the "Authorization to Release Information" (See last page of this announcement) to Chief Deputy Robert Young at chief@hamiltoncountytexas.org

Hamilton County Sheriff's Department provides all equipment and duty gear.

Hamilton County does not discriminate on the basis of race, color, national origin, sex, religion, age, genetic information, or status as an individual with a disability or protected veteran status in employment or in the provision of services.

MINIMUM REQUIREMENTS:

- Must be at least 21 years of age or older.
- Must have a valid Texas driver's license.
- Must be a United States Citizen by birth or naturalization.
- Must have a high school diploma or equivalent.
- Must be TCOLE certified as a basic peace officer prior to employment or be within one month of certification.

SPECIAL REQUIREMENTS:

- Must not be currently on probation/parole for any criminal offense.
- Must be willing to undergo an extensive background process.
- Must enjoy a reputation of high moral character and conduct
- Must submit to and pass a pre-employment drug screening, physical assessment, and psychological test.
- Must be able to obtain and hold a peace officer and/or jailer license from TCOLE
- Subject to staff recall

ESSENTIAL FUNCTIONS:

- Responds to radio calls for all types of police services.
- Takes proper police action at scene of crime, administers first aid, gathers evidence, locates witnesses, and makes arrests; appears in court to present evidence and testify against persons accused of crimes.
- Patrols assigned geographic area to identify and deter criminal activity, aids citizens needing assistance, and arrests violators of the laws.
- Ascertains validity of information or secures evidence for the arrest of persons alleged to have committed a crime.
- Interviews suspects, prisoners, complainants, and witnesses; takes information or secures evidence for the arrest of persons alleged to have committed a crime.
- Issues citations and investigates traffic accidents.
- Testifies in legal proceedings.
- Conducts investigations of criminal offenses, missing persons, and all public safety incidents.
- Intervenes and mediates in crisis situations and all types of disputes.
- Instructs citizens, businesses, school, and civic organizations about methods and techniques that may help prevent citizens from becoming victims of crime.
- Develops and implements community-based policing strategies and programs.
- Executes misdemeanor and felony warrants of arrest.
- May serve as Court Bailiff for Court.
- May serve as a Jailer / Transport Officer
- Assists fellow officers acting in the course of their duties.
- Performs all other related duties as assigned.
- **REQUIRED SKILLS AND ABILITIES: SKILLS**
- Basic computer knowledge and experience using Microsoft Office or a similar word processing program, as well as e-mail and the internet.
- Comprehensive understanding of firearms and ability to safely complete firearm qualifications
- Advanced driving skills and ability to safely maneuver a vehicle under stressful conditions.

ABILITIES

- Ability to be punctual and attend work regularly. Must be dedicated to law enforcement as a profession and to this department.
 - Ability to accept responsibility and account for his/her actions.
 - Ability to follow instructions, safety practices and standard operating procedures in performing assigned tasks.
 - Ability to work effectively with people regardless of their age, gender, race, ethnicity, religion, or job type.
 - Ability to perform work accurately and thoroughly.
 - Ability to communicate clearly and concisely, both orally and in writing.
 - Ability to use thinking and reasoning to solve a problem.
 - Ability to make critical decisions while following established procedures with little direction.
 - Ability to demonstrate conduct conforming to a set of values and accepted standards.
 - Ability to be truthful and be a credible in the workplace, as well as your personal life.
 - Ability to work with others as a team and willingness to assist coworkers when needed.
 - Ability to overcome violent resistance and apprehend and arrest law violators.
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(Name of Law Enforcement Agency)

AUTHORITY TO RELEASE INFORMATION

TO WHOM IT MAY CONCERN:

I hereby authorize the _____ and its authorized representatives bearing this release, or a copy thereof, within one year of its date, to obtain any information in your files pertaining to my employment, military, credit, education or medical records, including not limited to academic, achievement, attendance, athletic, personal history, and disciplinary records, medical records, and credit records.

I hereby direct you to release such information upon request of the bearer. This release is executed with full knowledge and understanding that the information is for official use. Consent is granted to all parties to furnish such information, as described above, to third parties in the course of fulfilling its official responsibilities. I hereby release you, as custodian of such records, and any school, college, university, or other educational institution, hospital, or other repository of medical records, credit bureau, lending institution, consumer reporting agency, or retail business establishment including its officers, employees, or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may at any time result to me, my heirs, family or associates because of compliance with this authorization and request to release information, or attempt to comply with it.

I am furnishing my Social Security Account Number on a voluntary basis with the understanding such is not required by any law or regulation. I have been advised that all parties will utilize this number only to facilitate the location of employment, military, credit, and educational records concerning me in connection with this application. Should there be any question as to the validity of this release, you may contact me as indicated below:

Applicant's Printed Full Name: _____

Address: _____

Telephone Number: _____

Applicant's Notarized Signature: _____

Sworn to and signed before me, on this the _____ day of _____, _____,
in and for _____ county, in the state of _____.

Signature of Notary Public: _____

NOTARY SEAL

Printed Name of Notary Public: _____

My Commission Expires: _____