



AN EQUAL OPPORTUNITY EMPLOYER
(WOMEN, MINORITIES, AND DISABLED ARE ENCOURAGED TO APPLY)

ANNOUNCES AN OPEN RECRUITMENT FOR:

DEPUTY SHERIFF – TRAINEE, CERTIFICATED, OR LATERAL
(Application Deadline: Open until Filled)

DEPARTMENT: Sheriff's Office
LOCATION: County-wide
SALARY: Range 67 \$4786 \$5028 \$5270 \$5548 \$5823 \$6115*
*Additional compensation (up to 15 percent) available based on education and/or POST certifications.
(The above salary is paid over 26 pay periods annually.)

BENEFITS: CalPERS Retirement - **Classic Employees** (CalPERS members hired prior to January 1, 2013) 3% at 50 – Inyo County pays 4.5 percent of employee contribution toward retirement; **PEPRA Employees** (new CalPERS members hired after January 1, 2013) 2.7% at 57; PEPRA employees will be required to pay employee contribution toward retirement. Vacation - 10 days per year during the first three years; 15 days per year after three years; 1 additional day for each year of service after 10 years to a maximum of 25 days per year. Holidays – In lieu of leave (paid day off) for holidays, employee receives pay for holidays (8.5 percent of base pay), on each paycheck. Sick leave – 15 days per year. Inyo County pays a portion of monthly premium for employee and dependents for CalPERS medical plans; 100% of monthly premium paid for employee and dependents for dental, and vision plans. County contributes \$30/month to 401(a) Plan. \$1000 annual uniform allowance, paid quarterly.

ESSENTIAL JOB DUTIES

Deputy Sheriff Trainee: Under close supervision, to attend the Basic POST Academy for law enforcement training, involving both classroom and practical instruction and including physical and firearm training. Subjects include criminal law, evidence and investigation, patrol and traffic procedures, administration of justice, police/community relations, and jail custody and operations. May temporarily perform custody duties in the County Jail while on assignment to the Academy.

Deputy Sheriff – Certificated/Lateral: Under general supervision, patrols by vehicle and/or foot assigned area for the enforcement of law, maintenance of order, prevention of crime and protection of life and property. Performs investigative tasks in the detection and apprehension of criminals. Serves legal process. Books and maintains custody of prisoners; works in County jail; writes reports and maintains records.

QUALIFICATIONS

Deputy Sheriff Trainee: High school graduate or equivalent with any combination of education and/or experience sufficient to directly demonstrate possession and application of the following knowledge and abilities: **Knowledge of:** basic human motivation and behavior; basic functions of a local law enforcement agency. **Ability to:** demonstrate an aptitude for law enforcement work; learn, understand, and interpret laws and regulations; carry out oral and written directions; meet rigorous medical, psychological, and physical standards; assimilate classroom instructions covering a wide variety of academic and technical subjects.

Deputy Sheriff – Certificated/Lateral: High school graduate or equivalent. Applicants must have completed a California P.O.S.T. (Peace Officers Standards and Training) academy and present a Certificate of Completion or a valid Basic Certificate issued by P.O.S.T. for the state of California. (Certificate **MUST** be attached to completed Inyo County application form.)

Ability to: Ability to understand departmental rules, policies, laws, and regulations, together with an aptitude for law enforcement work; perform under stress; analyze situations and adopt a quick, effective, and reasonable course of action; write clear and accurate reports; understand and follow directions; and deal with the public and inmates in a tactful,

courteous, and effective manner. While working in the County jail, ability to walk the housing area, climb stairs, and operate electrical, electronic, and manual mechanisms.

SPECIAL REQUIREMENTS: Must be 21 years of age at time of appointment. Must be a non-smoker. Must possess a valid operator's license issued by the State Department of Motor Vehicles. All applicants must successfully complete a County physical examination, which will include a drug screen, treadmill stress test, and a psychological examination and a pre-employment background investigation. A physical agility test may be required. Cannot be convicted of a felony. Must be available to work rotating shifts, holidays, and/or weekends. Your position may be required to serve as a Disaster Service Worker during a County emergency.

PHYSICAL STANDARDS: Height and weight must be proportionate; hearing normal; vision 20/100 corrected to 20/30. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand and walk; run and jump; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must occasionally lift and or move more than 100 pounds. Specific vision abilities required include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

While performing the duties of this job, the employee frequently works in outside weather conditions. The employee occasionally works near moving mechanical parts; in high, precarious places and/or underground in mines or caves; and with explosives and is occasionally exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, and vibration. The noise level is usually moderate.

THE COUNTY: Inyo County is a "general law" county created in 1866. It is the second largest county in the state of California, consisting of 6,490,200 acres or 10,140 square miles. Within its boundaries lie the highest point in the contiguous United States (Mt. Whitney - elevation 14,496 feet), the lowest point in the United States (Death Valley - 296 feet below sea level), the nation's deepest valley (Owens Valley), and the oldest living trees (Bristlecone Pines). The population of Inyo County is approximately 17,945. The City of Bishop is the only incorporated city in the County and the Bishop area has a population of approximately 12,000. There are several smaller unincorporated towns throughout Inyo County. Recreation is Inyo County's prime source of revenue.

MISCELLANEOUS: The Inyo County Sheriff's Department maintains posts in the sparsely populated areas of Tecopa, Shoshone, Furnace Creek, and Olancho. These are in addition to two substations (Bishop and Lone Pine) and the main office and jail (Independence). Applicants should be aware that positions are filled as needed, and only those who have an appeal for living in remote or low populated areas need apply. Internal transfers are not accepted from deputies on probation unless it is for the good of the department.

APPLICATION: **This recruitment will remain open until position has been filled.** Must apply on Inyo County application form. A cover letter and/or resume will be accepted in addition to the application form but will not serve as a substitute for a completed application. **It is not acceptable to complete the application with statements like "See/Refer to Resume" or "See Attached".** Incomplete applications will not be processed. Selection procedures will include a qualification screening for conformance with listed qualifications, and an oral interview. May include a written examination and physical agility examination.

THIS RECRUITMENT WILL ESTABLISH AN ELIGIBILITY LIST THAT MAY BE USED FOR ONE YEAR IN FILLING COUNTYWIDE VACANCIES THAT MAY OCCUR IN THIS JOB CLASSIFICATION AND SALARY RANGE.

REASONABLE ACCOMMODATION FOR INDIVIDUALS WITH QUALIFYING DISABILITIES: Inyo County will make reasonable efforts in the examination process on a case-by-case basis to accommodate persons with disabilities. If you have special needs, please contact (760) 878-0377 prior to the examination process.

CITIZENSHIP/IMMIGRATION STATUS: Inyo County employs only U.S. citizens and lawfully authorized non-citizens in accordance with the Immigration Reform and Control Act of 1986.

The County of Inyo has work sites located throughout the Owens Valley (Independence, Bishop, Lone Pine, Big Pine, and Olancho) and the Death Valley area (Death Valley, Tecopa, and Shoshone). All positions are considered Countywide positions. Positions are assigned to a work site based upon the needs of the County. Positions may be temporarily or permanently reassigned to another work site as deemed necessary by the Department Head and/or County Administration.