



# MADISON COUNTY SHERIFF'S OFFICE



*Sheriff Bobby Adams*

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2005 E. MAIN ST. - MADISONVILLE, TEXAS 77864  
PHONE # (936) 348-2755 / FAX # (936) 348-3763

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## Job Posting

**POSITION:** Courthouse Deputy

**APPLICATION DEADLINE:** Open until filled

APPLICATION FORMS: may be obtained at the Madison County Sheriff's Office located at 2005 East Main Street Madisonville, Texas, or on the County's website at

<https://www.co.madison.tx.us/upload/page/0420/2021%20Job%20Openings/SO%20APPLICATION.pdf>.

Submit applications to the Madison County Sheriff's Office located at 2005 East Main Street Madisonville, Texas 77864 or to [calicia.kampf@madisoncountytexas.org](mailto:calicia.kampf@madisoncountytexas.org).

EDUCATION & CERTIFICATIONS: Applicant must have a High School Diploma or GED Certificate. Applicant must possess a valid Texas driver's license. Must be able to communicate the English language both in writing and verbally.

GENERAL: Applicants must have knowledge of the Laws of the State of Texas as well as Federal Laws, Basic TCOLE Certificate, or TCOLE Certification as a Licensed Peace Officer, and must qualify annually with assigned firearms. Experience preferred, but not necessary. Must be physically fit and able to lift and move as the job requires. Applicant must be able to pass a drug test, be at least 21 years of age. Individuals must have a clear criminal history and be able to work shift work. TEXAS BASIC PEACE OFFICER certification and currently licensed by the TEXAS COMMISSION ON LAW ENFORCEMENT (TCOLE). Preference will also be given to applicants currently enrolled in a Basic Peace Officer Academy within 90 days of scheduled graduation at the time of the entrance examination.

DUTIES & REQUIREMENTS: Work 8-9 hour, weekday shifts depending on assignment with recognized holidays off. Some duties include bailiff for District, County, CPS, OIG, and additional court settings, general security of the courthouse, annex, public library, and other county buildings. The employee works directly under Courthouse Corporal using personal discretion and judgment in a wide range of circumstances which might arise.

COMPENSATION: \$21.63/hr for TCOLE licensed and TCOLE basic certificate. Pay increase with additional TCOLE certificates (ie: Intermediate, Advanced, Master). BENEFITS: Medical, dental, vision and life coverage are provided for the employee and paid by the County after 90 days of full-time employment. Sick leave, bonus leave, compensation leave, vacation leave, and holiday time provided. Take home units available.

**Madison County is an Equal Opportunity Employer.**