

If you are interested in applying for this position, please copy and paste the following link into your browser to submit an online application through the Collin County website.

http://www.collincountytx.gov/human_resources/Pages/careers.aspx

Collin County is seeking candidates for the position of Detention Officer. A Detention Officer provides custodial care necessary for the security and well-being of inmates confined in the Collin County jail. Responsibilities include preparing inmates for transport to court appearances, processing new inmates, assisting victim's advocates, supervising inmate visitation, distributing food to inmates, conducting security checks, overseeing inmate sentence calculation and releases by reviewing court commitments, handling control room operations, and reviewing and verifying inmates trust fund accounts. Work is performed under the general supervision of a Sergeant, Lieutenant or Captain.

Only candidates who are available for shift work, including overnight shifts, are eligible to apply for this position - candidates **MUST** be available to work any shift. Candidates must have the knowledge necessary to understand basic operational, technical, or office processes. Must have the level of education equivalent to four years of high school or equivalent. Must be able to obtain the Texas Commission on Law Enforcement (TCOLE) County Jailer Certification within twelve (12) months after assignment (paid for by Collin County). No previous experience necessary. Must possess and maintain a valid Texas Operator's Driver's License with an acceptable driving record.

Copies of the following documents must be submitted when applying for Detention Officer. The Sheriff's Office will notify you of when to present these documents to the background investigators. If you are not able to supply these required documents, you will not be considered for the position.

- Current, unexpired Texas Driver's License
- Birth Certificate (original or original copy)
- High School Diploma, Transcript, or GED (original or original copy)
- Transcript(s) from all colleges attended (original or original copy)
- Military-DD214 (if applicable)
- United States citizenship documents if not born in the United States

Applicants for the Detention Officer position will proceed through a series of tests based on passing scores and rankings. Here is a list of what can be expected:

- Personal History Statement
- Pre-Employment Physical
- Psychological Test
- Polygraph Test

You will be contacted with additional information on how to proceed through the testing process once your application is complete and you are found eligible for the position.

Collin County offers a fast-paced working environment, tuition reimbursement, and a comprehensive benefits package including medical, dental, vision, life insurance, and long and short term disability. Retirement benefits have an excellent employer match.

You must submit a completed application to be considered for employment. Attaching a resume is not considered an acceptable substitute for a completed application.

COLLIN COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

- *Starting Salary: \$36,251 per year*
- *\$17.42 per hour*