

MARTIN COUNTY SHERIFF'S OFFICE

JAMES B. "BRAD" INGRAM, SHERIFF



POSITION NOTICE

Date: January 6, 2023
Re: NOTICE OF OPENING
Posted: UNTIL FILLED
Position: DISPATCHER/JAILER

DIVISION: JAIL
DEPARTMENT: SHERIFF'S OFFICE
SALARY: STARTING AT \$22.50 PER HOUR DOE

STATEMENT: The Martin County Sheriff's Office is currently accepting applications for the position of Jailer/Dispatcher. Jailer/Dispatcher work a rotating 12-hour shift schedule.

ELIGIBILITY: High school diploma or general education degree. Studies in Criminal Justice preferred. Must be eligible for a Texas Basic Jailer's License.

DUTIES: Jailer/Dispatchers are responsible for answering 911 calls and dispatching appropriate emergency services, answers and uses two-way communication, and accurately document calls for service. Dispatcher/Jailer also guards inmates in a penal institution in accordance with established policies, regulations, and procedures. Other duties assigned are outlined in the job description.

All personal history statements, which are available at the sheriff's office or online at <http://co.martin.tx.us/159/Human-Resources>, must be filed with Christina Day, Human Resources Director at 301 N. St. Peter St., Stanton, TX 79782. She may be reached at 432-607-3553 or you may contact Chief Deputy Anders Dahl at 432-756-3336 for more information. Please include a brief description of your qualifications for the position listed.

Any applicant tentatively selected for this position will be required to submit to testing for illegal substances prior to employment.

We are an equal opportunity employer. We do not discriminate on the basis of race, religion, color, age, and national origin or disability.

[Martin County Application](#)

[TCOLE Requirements for license](#)

[TCOLE Personal History Statement](#)

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