



**JAILER**

**APPLY NOW!**

- \*Full Time Regular Position
- \*Valid Texas Driver's License
- \*High School Diploma or GED
- \*Shift work- 4/12 rotating
- \*Experience preferred
- \*Must be able to read, write and communicate effectively in English

**\*Base Salary: \$3,920.49 Monthly**

**\*Salary: Based on Experience**

**\*Deadline for Applications: Open Until Filled**



**DISPATCHER**

- \*Full Time Regular Position
- \*Computer literate and type 60 wpm
- \*Experience preferred
- \*Rotating shift position
- \*High School Diploma or GED
- \*Valid Texas Driver's License
- \*Base Salary: \$3,664.02 Monthly**
- \*Salary: Based on Experience**
- \*Deadline for Applications: Open Until Filled**

**DEPUTY**

- \*Full Time Regular Position
- \*TCOLE certification required
- \*High School Diploma or GED required
- \*Valid Texas Driver's License required
- \*Base Salary: \$4,194.93 Monthly**
- \*Salary: Based on Experience**
- \*Deadline for Application: Open Until Filled**



Application is mandatory for consideration. Application must be obtained from and returned to the San Patricio County Human Resources Department @ 1301 E. Sinton St., Ste. C, Sinton, TX 78387. Completed applications can be emailed to: [jobs@sanpatriciocountytx.gov](mailto:jobs@sanpatriciocountytx.gov), phone: 361-364-9331 or application can be printed from County website: <http://co.san-patricio.tx.us>

**SAN PATRICIO COUNTY  
APPLICATION FOR EMPLOYMENT**

AN EQUAL OPPORTUNITY/  
AFFIRMATIVE ACTION EMPLOYER

PRINT IN BLACK INK OR TYPE. FILL OUT APPLICATION FORM COMPLETELY. RESUME NOT ACCEPTED.  
BE SURE TO SIGN THE APPLICATION WHEN COMPLETED.

**PERSONAL INFORMATION**

DATE: \_\_\_\_\_

Name: \_\_\_\_\_ Social Security # \_\_\_\_\_  
Last First Middle

Present Address: \_\_\_\_\_  
Street City State Zip

Mailing Address: \_\_\_\_\_  
Street City State Zip

Phone Number: (\_\_\_\_) \_\_\_\_\_ Driver's License Number: \_\_\_\_\_

Type of Position Desired: \_\_\_\_\_ Salary Expected: \_\_\_\_\_

Date Available For Work: \_\_\_\_\_ Referred By: \_\_\_\_\_

Ever Applied with County Before? \_\_\_\_\_ If Yes, When? \_\_\_\_\_ Which Department? \_\_\_\_\_

List any family members employed by San Patricio County. Name \_\_\_\_\_ Which Department \_\_\_\_\_

**EDUCATION**

Elementary or High School Grade Completed: (Circle) 1 2 3 4 5 6 7 8 9 10 11 12

Did You Graduate or Achieve a GED? \_\_\_\_\_ Yes \_\_\_\_\_ No

Type of School	Name/Location	Date Attended		Number of Sem. Hours Completed	Graduated Yes or No	Major Field of Study
		From Mo. Yr.	To Mo. Yr.			
College or University						
Technical or Vocational						

Current Licenses/Certifications/Registrations (List Types and Dates Received) \_\_\_\_\_

Special Skills/Qualifications: List all special skills you possess and machines or office equipment you can use, such as adding machines, dictation equipment, printing, fax, data processing equipment, etc. \_\_\_\_\_

Approximate Words per minute in: Typing \_\_\_\_\_ Dictation \_\_\_\_\_ Shorthand \_\_\_\_\_

Languages (List)

Language	Speak			Read			Write		
	Fair	Good	Excellent	Fair	Good	Excellent	Fair	Good	Excellent
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Military Service: (Active Duty) Branch \_\_\_\_\_ Dates: From \_\_\_\_\_ To \_\_\_\_\_

Are you in the Active Reserves? \_\_\_\_\_ Yes \_\_\_\_\_ No

**EMPLOYMENT RECORD:** Please indicate at least the last 10 years of employment. Start with your present or most recent position and work back. Use additional sheets if necessary.

Name: _____		Type of Employment: _____			
Mailing Address: _____					
City & State: _____		Full Time _____		Part Time _____	
Phone Number: _____					
From	To	Starting Salary	Ending Salary	Position Title	Immediate Supervisor
Briefly describe your duties and responsibilities: _____					
Explain the reason for leaving: _____					

Name: _____		Type of Employment: _____			
Mailing Address: _____					
City & State: _____		Full Time _____		Part Time _____	
Phone Number: _____					
From	To	Starting Salary	Ending Salary	Position Title	Immediate Supervisor
Briefly describe your duties and responsibilities: _____					
Explain the reason for leaving: _____					

Name: _____		Type of Employment: _____			
Mailing Address: _____					
City & State: _____		Full Time _____		Part Time _____	
Phone Number: _____					
From	To	Starting Salary	Ending Salary	Position Title	Immediate Supervisor
Briefly describe your duties and responsibilities: _____					
Explain the reason for leaving: _____					

Name: _____		Type of Employment: _____			
Mailing Address: _____					
City & State: _____		Full Time _____		Part Time _____	
Phone Number: _____					
From	To	Starting Salary	Ending Salary	Position Title	Immediate Supervisor
Briefly describe your duties and responsibilities: _____					
Explain the reason for leaving: _____					

**EMPLOYMENT RECORD: Continued**

Name: _____				Type of Employment: _____	
Mailing Address: _____					
City & State: _____				Full Time _____	Part Time _____
Phone Number: _____					
From	To	Starting Salary	Ending Salary	Position Title	Immediate Supervisor
Briefly describe your duties and responsibilities: _____					
Explain the reason for leaving: _____					

Name: _____				Type of Employment: _____	
Mailing Address: _____					
City & State: _____				Full Time _____	Part Time _____
Phone Number: _____					
From	To	Starting Salary	Ending Salary	Position Title	Immediate Supervisor
Briefly describe your duties and responsibilities: _____					
Explain the reason for leaving: _____					

Name: _____				Type of Employment: _____	
Mailing Address: _____					
City & State: _____				Full Time _____	Part Time _____
Phone Number: _____					
From	To	Starting Salary	Ending Salary	Position Title	Immediate Supervisor
Briefly describe your duties and responsibilities: _____					
Explain the reason for leaving: _____					

I hereby certify that the foregoing statements as well as those on any attachment(s) to this form are to the best of my knowledge true and correct and that they are all given of my own free will. I agree that any misstatement(s) as to material facts will constitute grounds for unfavorable consideration or dismissal from employment.

**YOU MAY CONTACT**

Present Employer:    \_\_\_\_\_ YES    \_\_\_\_\_ NO  
 Previous Employers    \_\_\_\_\_ YES    \_\_\_\_\_ NO

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

CONSENT FORM

In accordance with San Patricio County's policies to ensure a drug and alcohol free workplace, I understand that the County has adopted pre-employment and employee testing procedures, as set forth in the Standard Personnel Policies, Section 10. By signing this Consent form, I consent to Pre-Employment Testing and "Reasonable Suspicion" Testing. I understand that all test will be conducted and monitored in accordance with the specific guidelines set forth in the Standard Personnel Policies, Section 10.

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Date

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Applicant/Employee Signature

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Name Printed

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Witness

## WAIVER AND RELEASE

I, \_\_\_\_\_, understand that the San Patricio County Personnel Department may contact my previous employers and I authorize those employers to disclose to the San Patricio County Personnel Department all records and information pertinent to my employment with previous employers including but not limited to my personnel file and any related records. I hereby waive any rights or claims I have or may have against my former employers, their agents, employees and representatives, as well as other individuals who release information to the San Patricio County Personnel Department and release them from any and all liability, claims or damages that may directly or indirectly result from the use, disclosure or release of any such information by any person or party, whether such information is favorable or unfavorable to me.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name