



# NOTICE OF VACANCY

## Deputy Sheriff

Patrol, Courthouse Security or School Resource Officer

Grade XI Wage Range \$18.00 - \$25.73

Job Wage Range is the Hire In range based on qualifications.

### State Retirement Tier 1 Benefits

Blue Cross Blue Shield Health and Dental Insurance

VSP Vision Insurance

Paid Life Insurance

Vacation/ Sick Leave

| Division         | Department       | Location               | Reports To |
|------------------|------------------|------------------------|------------|
| Sheriff's Office | Sheriff's Office | Dale County Commission | Sheriff    |

### Job Summary

Patrols assigned area of the county observing and looking for any situation that does not appear normal for that area during that time of day or night, weather condition, etc.

### Duties and Responsibilities

Responds to and investigates all calls or complaints received. Prepares reports for each complaint.

Performs preliminary investigation of crimes.

Provides backup support for other law enforcement officers and agencies as needed.

Participates in raids as requested.

Makes arrests for misdemeanor and felony acts. Completes arrest reports and incident offense reports.

Observes and makes building checks of county businesses, schools, churches, etc.

Talks to the school and public on matters relating to public safety or other items as required.

Investigate and if necessary, arrest mentally ill persons that complaints have been filed upon. Transports mentally ill to necessary facility.

Assists pedestrians as needed. Keeps traffic moving, directs traffic and provides traffic escorts as required.

Provides necessary support for courts (Circuit, District, Probate, and Juvenile).

Transports prisoners as needed.

Provides security for the courthouse and as needed.

Other duties as required.

Cross-training as required.

Statements included in this description are intended to reflect general duties and responsibilities. A detailed job description is available at the Commission Office. Applications may be obtained and returned to the Commission Office, 202 Highway 123 South, Suite C., Ozark, AL 36360 or visit our Website

[www.dalecountyal.gov](http://www.dalecountyal.gov).

**Deadline for accepting applications is April 02, 2023.**

Dale County is an Equal Opportunity Employer.