



# JAIL RECRUITMENT

## Official Sanpete County Sheriff's Corrections Deputy Notification

**Opening date: March 29, 2023**

**Closing date: Until filled  
Review date every two weeks**

The Sanpete County Sheriff's Office has a vacancy for a certified Corrections Deputy to perform law enforcement & corrections duties for the citizens of Sanpete County and the State of Utah. This recruitment will fill an existing vacancy at the Sanpete County Jail. Sanpete County Sheriff's Corrections Deputies are required, but not limited, to the following:

### **Job Requirements**

- Respond to and investigate a variety of corrections issues while defending the Constitution of the United States, enforcing the laws of the State of Utah, and Sanpete County.
- Willfully work weekends, holidays, day shift, swing shift, night shifts, and unusual and varied schedules.
- Be subject to call-outs and emergency activations.
- Write reports, provide testimony, and facilitate evidence collection prior to and during courtroom proceedings.
- Enforce laws, work with other agencies, provide court security, and transport prisoners and mentally ill subjects/patients.
- Conduct themselves in accordance with county policy, sheriff's policy, the law enforcement code of ethics, local, State, and Federal laws.
- Work with fidelity under the Sheriff's Office command structure.
- Submit to and pass random drug testing.
- May assist building maintenance officer in their duties.
- In addition, successful applicants may be assigned to perform other duties.

### **Minimum Eligibility Requirements Include**

- Must possess a current Utah Corrections Officer certification (attach a copy of certification to application)**
- Must possess a valid Utah State Driver License
- Must pass a background investigation by the Sheriff's Office
- Must pass a drug screen
- Must pass a risk factor assessment.

**Applicants may be given a writing skills assessment, knowledge of computer usage and/or multiple choice questions and then an oral interview** (having filled out the application packet, passed required testing, passed application packet verifications, Corrections certification verification, and driver license verification)

**Lateral Transfer Policy: Successful candidates shall be given credit for full years of service with another correctional agency on a year for year basis up to 10 years of service. (job descriptions for Deputy I, II, III and Lateral Transfer policy available upon request)**

**Final Review:** The Merit Commission may administer testing, oral interviews, risk factor evaluations, application packet verifications, certifications/licensing verifications, and the final scores of the applicants. A roster will be created from this recruitment.

The salary is determined by the Sanpete County Sheriff and County Commissioners as a starting wage \$25.84 to \$30.13 per hour plus benefits. Benefits include State Public Safety retirement, medical and dental insurance, paid vacation, holidays, sick days, 401K options, and long-term disability.

The Sanpete County Merit Commission will screen all completed application packets and notify applicants when and where to report for testing

You may mail or drop off your application, prior to the closing date and time, for the Sanpete County Merit Commission, 1500 South Highway 89, P.O. Box 130, Manti, Utah 84642 (435) 835-2191 [bthomas@sanpetecountyutah.gov](mailto:bthomas@sanpetecountyutah.gov). Applications available on line [www.sanpete.com/government/sheriff/employment](http://www.sanpete.com/government/sheriff/employment) or at the Sanpete County Sheriff's Office.

**The Sanpete County Merit Commission was established under Utah Law, Title 17 Chapter 30. The Merit Commission is tasked with recruiting, selection and testing applicants to be placed on a certified roster. Sanpete County is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, or qualified disability. END**