



# Bastrop County Job Posting

804 Pecan Street, Bastrop TX 78602

(512) 581-7120

An Equal Opportunity Employer



<b>Title:</b> Jail Corporal	<b>Opening Date:</b> June 14, 2022	<b>Application Deadline:</b> June 28, 2022	<b>Job Posting #:</b> 220318
<b>Department:</b> Sheriff's Office	<b>Starting Salary:</b> \$24.71 Hourly	<b>Location:</b> Bastrop, Texas	<b>Travel:</b> N/A

## INTERNAL JOB POSTING

**BRIEF JOB DESCRIPTION:** Under the direct supervision of the Jail Sergeant, this position exercises lead capacity supervision of Jailers in the activities involved with maintaining the incarceration of suspects and/or convicts while they are awaiting trial or sentencing, or while serving their sentence. The Jail Corporal supervises inmates as assigned and investigates jail inmate problems, building security and internal events, so as to ensure staff and inmate's safety and well being. The work involves treating a variety of problems and situations, and affects the operation of the department, which may include the well being of the Sheriff's Office, inmates and the general public. This position occasionally may act as Jail Sergeant.

**GENERAL KNOWLEDGE, SKILLS, AND ABILITIES:** Knowledge of general principles and practices of law enforcement; general principles and practices of the investigative process; applicable laws as related to the operation of the agency; personal computer skills and software, including Microsoft Office; professional customer service skills; basic math skills; proper English usage, spelling, grammar and punctuation; standard office policies, procedures, and equipment; Bastrop County Sheriff's Office policies and procedures; Bastrop County policies and procedures.

**MINIMUM QUALIFICATIONS:** Possession of a valid Texas driver's license.

High school diploma or GED

Possession of current Jailer's license with the Texas Commission on Law Enforcement

Two years experience as a licensed Jailer; or an equivalent Correctional experience.

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Bastrop County does not discriminate on the basis of race, color, age, national origin, sex, religion or disability in employment or in its activities. Minorities, Veterans, and Disabled applicants are encouraged to apply.

**A Bastrop County Sheriff's Office Job Application or Letter of Intent is required.** an application can be completed/submitted at:

[Bastrop County Sheriff's Office Job Applications](#) A resume will be considered, but will not be accepted in lieu of application.

Applicants may mail or drop off an application at: Bastrop County, Attn: HR, 804 Pecan Street, Bastrop, Texas 78602 OR email applications to [apply@co.bastrop.tx.us](mailto:apply@co.bastrop.tx.us). Letters of Intent can be delivered to Melissa DeLeon at the Bastrop County Sheriff's Office. Applications postmarked after the closing date will not be accepted. Unless otherwise indicated, regular attendance is an essential job requirement of all positions in the county. This position may require shift work outside the normal business hours and weekends. All positions requiring a degree and/or licensing require proof of degree and/or license. Your application for employment with Bastrop County may subject you to a criminal background check.

**IMPORTANT NOTE TO ALL APPLICANTS:** Only applicants scheduled for interviews will be contacted. If you are scheduled for an interview and require any reasonable accommodation in our interview process, please inform the hiring representative who calls you to schedule your interview. Whenever possible, please give the hiring representative sufficient time to consider and respond to your request. Thank you for considering employment with Bastrop County. Visit our website at:

<https://www.co.bastrop.tx.us/page/co.jobs>