

# POSITION NOTICE

**To: ALL INTERESTED PARTIES**

**From: SHERIFF BOBBY SMITH**

**Date: JUNE 27, 2025**

**Re: NOTICE OF OPENING**

**Posted: UNTIL FILLED**

**Position: JAILER/12 HOUR SHIFT**

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**DIVISION: JAIL**

**DEPARTMENT: SHERIFF'S OFFICE**

**SALARY: STARTING AT \$22.03 PER HOUR**

**ELIGIBILITY:** HIGH SCHOOL DIPLOMA OR GENERAL EDUCATION DEGREE, STUDIES IN CRIMINAL JUSTICE PREFERRED. ELIGIBLE FOR A TEXAS BASIC JAILERS LICENSE.

**DUTIES:** GUARDS INMATES IN A PENAL INSTITUTION IN ACCORDANCE WITH ESTABLISHED POLICIES, REGULATIONS, AND PROCEDURES. OTHER DUTIES ASSIGNED AS OUTLINED IN JOB DESCRIPTION.

**ALL PERSONAL HISTORY STATEMENTS, WHICH ARE AVAILABLE AT THE SHERIFF'S OFFICE OR ONLINE AT <http://ocsheriffsoffice.com/personnel/>, MUST BE FILED WITH SUSAN BLAND OF PERSONNEL AT 205 S. BORDER, ORANGE, TEXAS. 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 DRUG USE 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.