



## EMPLOYMENT OPPORTUNITY

# DEPUTY SHERIFF CORONER I/II (P.O.S.T.-QUALIFIED)

### SALARY AND BENEFITS

DSC I- \$42,132. - \$55,572. Annually, plus benefits

DSC II-\$46,188.- \$61,008. Annually, plus benefits

Benefits package includes up to \$1085/month towards health, dental, life and deferred compensation plans, and an additional 4.5% for Intermediate Certificate, 7 % total for Advanced Certificate, 10% for longevity. Lassen County participates in the CalPERS Retirement System.

### FILING DEADLINE

CONTINUOUS

### DUTIES AND RESPONSIBILITIES

*A Deputy Sheriff will perform law enforcement and criminal prevention work by patrolling assigned areas, answering calls, responding to complaints and making investigations of crimes. The major duties of the job include:*

- Patrol assigned area and maintain field contact with area residents.
- Assist in maintaining a technical file of photographs and fingerprints.
- Answer calls and complaints for the protection of life and property.
- Obtain written statements of witnesses and suspects.
- Contact victims and gather evidence used at trials.
- Serve a wide variety of civil instruments.
- Serve felony and misdemeanor warrants and make arrests.
- Transport prisoners to and from penal institutions.
- Testify in court.
- Maintain departmental files and records.
- Maintain firearms and other equipment in good working order.
- Perform related duties as assigned

### MINIMUM QUALIFICATIONS

#### Deputy Sheriff Coroner I:

**Education:** Equivalent to the completion of the twelfth grade.

**License:** Valid California Class C or Commercial driver's license.

**Special Requirements:** Graduate of California Peace Officer Standards and Training (POST) basic law enforcement academy within 3 years prior to appointment, or possession of a POST Basic, Intermediate, or Advanced Certificate and work history as a California Peace Officer within the last 3 years.

Must be at least 18 years of age, with no felony convictions.

**Deputy Sheriff Coroner II:** Must meet all of the qualifications of a Deputy Sheriff Coroner I with Lassen County and at least three years-experience equivalent to a deputy Sheriff Coroner I.

**NOTE:** At the time of application, applicants must provide a photocopy of their current California P.O.S.T. Basic Certificate; **OR** a photocopy of a certificate demonstrating completion of a California Law Enforcement Academy within the last three years.

## **SELECTION PROCESS**

Application materials will be reviewed, and qualified applicants will be invited to Susanville to participate in interviews.

## **HOW TO APPLY**

An application may be obtained from the Personnel Office listed below or by visiting our website at: <http://lassencounty.org> in the Personnel/Risk Management area, in the Resources tab. It is your responsibility to provide specific, accurate and complete information describing how you meet the minimum qualifications. Qualified applicants are invited to submit a required Lassen County application and required proof of eligibility to:

Lassen County Personnel Department      ☎ (530) 251-8320  
221 South Roop Street Ste. 3  
Susanville, CA 96130                              ☎ Fax (530) 251-2663

**REVISED AUGUST 21, 2017**

### **☞ GENERAL INFORMATION ☞**

Lassen County is an equal opportunity employer hiring employment eligible applicants.

Disabled applicants who require special testing arrangements should contact the Personnel Department prior to the filing deadline.

In accordance with the Immigration Reform and Control Act, applicants must provide acceptable proof of identity or authorization to work in the United States.

A thorough background investigation will be conducted prior to employment. The investigation may include reference checks, fingerprinting, credit check, driver history and inquiry to local, state and federal files to obtain criminal history information.

Lassen County requires a pre-employment physical for this position, which includes drug screening.

All applicants who meet the minimum qualifications are *not* guaranteed advancement through any subsequent phase of the selection process.

Selection processes may include, but are not limited to, one or more of the following: application review, competitive screening, written examination, performance examination, and/or oral examination.

The provisions of this bulletin do not constitute an expressed or implied contract; any provision contained in this bulletin may be modified or revoked without notice.