

EXAM ANNOUNCEMENT

ENTRY LEVEL CORRECTIONS DEPUTY

For the Stevens County Sheriff's Office by Open, Competitive Examination Establishing an Employment Eligibility List

REQUIREMENTS: In order to take the appropriate examination and qualify for probationary appointment as an entry-level, CORRECTIONS DEPUTY, you must:

STEP 1 Obtain an application, official announcement, job description, physical ability test guidelines and Doctor's Release Form from Stevens County Civil Service.

STEP 2 Arrange to have your Doctor's Release Form signed by your physician (Your physician may require a physical exam and may charge you a fee – this is your responsibility.)

STEP 3 Submit the following documents (**A, B, C & D**) to the Stevens County Civil Service Secretary **no later than 4:30 p.m., TUESDAY, February 1, 2022:**

A - Completed application

B - Doctor's Release Form (signed by your physician)

C - Non-refundable testing fee of \$25.00 (check or money order, **do not send cash**)

D - Copy of your driver's license

OTHER REQUIREMENTS:

- ☞ Be a citizen of the United States and be able to read and write the English language.
- ☞ Be at least 21 at the time of appointment.
- ☞ Have uncorrected vision of at least 20-40 in each eye OR corrected to 20-20, normal color vision and normal hearing.
- ☞ Have graduated from high school or present a certificate of equivalency.
- ☞ Have a valid vehicle operator's license.
- ☞ Have adequate skills to successfully perform the duties of the position as outlined in further detail in the job description for the position.

SALARY: 2022 Entry-level Corrections Deputy - \$20.00/hr. with a pay increase at 6 and 12 months (annually thereafter) plus generous benefits (medical & dental insurance, paid vacation, sick leave and holidays the first year).

EXAMINATION:

Physical Ability Test (PAT): **Wednesday, February 9th, 2022 – 10:00 a.m.** – Location: To Be Determined. This test is pass/fail. Successful applicants will proceed to the written exam. *PAT specifications are listed on the Doctors Release Form that you will obtain in step 1 (above).*

Written Exam: **Immediately following the PAT** – Same location

Interviews (oral exam): **Tentatively scheduled for Wednesday, February 16, 2022.** Another day may be added dependent upon the number of applicants.

Interviews will be scheduled following the written exam; they will be conducted at the Stevens County Commissioners' Office located at 230 East Birch Ave, Colville

Each applicant's total score is determined by adding a percentage of the written score (60%) to a percentage of the interview score (40%), plus veterans preference points, if any.

EMPLOYMENT: Stevens County is an equal opportunity employer and a drug-free workplace. The employment list created as a result of this exam will be in effect for two (2) years unless sooner exhausted or cancelled.

APPLICATIONS and all other documents are available online at www.stevenscountywa.gov under the "employment" listing, or from the Stevens County Civil Service Commission; 230 East Birch Avenue (old Avista building); Colville, WA. Office hours are Monday through Friday 8:00 a.m. to 4:30 p.m.

You may also request an application packet by calling (509) 684-3751, or email agarringer@stevenscountywa.gov

Completed applications returned by regular mail (US Postal Service) should be sent to 215 S. Oak, Colville, WA. 99114; hand deliveries and other carriers (UPS & FedEx) please use 230 East Birch Ave., Colville, WA 99114 address.

COVID 19 protocols apply and may require changes in testing.

BY ORDER OF the Stevens County Civil Service Commission. Amanda Garringer, Assistant Secretary/Examiner