

## VACANCY ANNOUNCEMENT

Detention Deputy

Decatur County Sheriff's Office

The Decatur County Sheriff's Office is seeking highly qualified candidates for the position of Detention Deputy. Decatur County lies in the heart of southeastern Indiana. Decatur County is a mostly rural farming community, dotted with historical landmarks, among a few major manufacturing plants. Decatur County offers a small-town lifestyle with excellent schools and affordable housing, and Interstate 74 provides ready access to Indianapolis and Cincinnati within about one hour. For additional information about Decatur County and Greensburg, the county seat, please visit <https://visitgreensburg.com/>.

### **As a Detention Deputy you will:**

- Interact with inmates
- Assist inmates with problem solving skills
- Receive training in physical tactics, handcuff use, pepper ball use, and pepper gel use
- Enhance your investigative and report writing skills
- Transport offenders to other facilities in Indiana and to/from Court
- Conduct facility checks regularly.
- Excellent benefit package which includes:
  - Medical, Dental, & Vision Insurance
- Full time, 12-hour rotating shifts, 80hr. bi-weekly pay, only work 182 days a year, and every other weekend off.
- 6 extra bonus days at the beginning of the year for Holiday
  - 1st Year of service 6 days paid vacation
  - 2nd Year of service 12 days paid vacation
  - 3rd Year of service 17 days paid vacation.
- Pay begins at \$36,500 a year.
- Opportunities within the Detention Center include incentive pay for extra duties, the opportunity to build a career path through the ranks of Detention Deputy, Corporal, Sergeant, Assistant Command and Commander, and shift differential for night shift. Upon completion of training, you may become a Special Deputy. Firearms training will be provided for Special Deputies that perform transports.
- Applicants must be 21 years of age at appointment.

### **Eligibility Requirements**

- Be a United States citizen.
- Be an Indiana resident upon date of employment.
- Reside within Decatur County or an adjacent county.
- Be at least 21 years old when appointed as a Detention Deputy.
- Have a high school diploma or the equivalent.
- Not have been convicted of a felony.
- Not have been convicted of a disqualifying misdemeanor (including but not limited to domestic violence/battery).

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- Have a valid Indiana Operator License.
- Have a good work record with previous employers, specifically good attendance.
- Have a good credit history.
- Not have used illegal drugs within the past two years.
- Be in sound mental and physical health.
- Be willing and able to complete regular in-service training and maintain position-specific certifications.

### **Application Process**

1. Apply for the position through Indeed.
2. Selected applicants will be contact directly and asked to submit an application with the following attachments: copy of valid operator/driver license, copy of birth certificate, copy of high school diploma or GED, and a copy of any college transcripts. **Go to our website, <http://decaturcountysheriff.com/images/DCSDAPPLICATION.pdf>, for the application form.**
3. Selected applicants undergo preliminary background check.
4. Selected applicants are interviewed by a panel of Decatur County Sheriff's Office officials.
5. Selected applicants submit additional documents, if requested, for a comprehensive background investigation.

**Please submit your completed application by mailing it to or dropping it off at the Decatur County Detention Center, 601 S. Ireland Street, Greensburg, IN 47240. You may find an application on our website at [www.decaturcountysheriff.com](http://www.decaturcountysheriff.com).**

The Decatur County Sheriff's Office is an equal opportunity employer. Accordingly, no applicant shall be discriminated against, or favored with respect to employment because of race, sex, religion, politics, national origin, or ancestry.

Throughout the application process, applicants will be contacted via email with updates and further instructions. Applicants may call the Sheriff's Office at (812) 663-8125, if they have questions.