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| To: All Personnel | From: Captain Charles Williamson |
| Date: 01/30/2025 | Re: Patrol Deputy Vacancy |

**THE VICTORIA COUNTY SHERIFF’S OFFICE
THE COUNTY OF VICTORIA IS AN
EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER.**

General Duties:

- Speak, Write, and Read Reports and Comprehend Other Documents
- Handle Human Relations Problems
- Engage in Physical Activities
- Operate Patrol Vehicle
- Enforce Traffic Laws and Manage Traffic Accidents
- Arrest and Detain Persons
- Arrive to work at a specified time, unless otherwise instructed
- Protect Crime Scene and Collect Evidence and Information
- Conduct Initial Investigations of Various Crimes and Events
- Provide Emergency Assistance; & Present Testimony.

Specific Duties:

- Carry out the law enforcement function, in strict compliance with the policies and procedures of the agency
- Provide general law enforcement services to those within the jurisdictional limits of the agency
- Preserve public peace
- Protect life
- Protect property
- Prevent crime
- Protect the constitutional rights of all persons encountered or arrested
- Use Physical Force to Control Persons when necessary to effect a lawful end
- Enforce the laws of the state and other applicable ordinances



Be on duty in the prescribed uniform, and be mentally, emotionally and physically prepared to perform all required duties

Maintain a clean and professional appearance while on duty

Complete, and turn in before the end of each tour of duty, all reports and necessary paperwork

Maintain sensitivity and provide equality to all ethnicities, religions, genders, and cultural groups

Establish and maintain positive, effective working relationships with co-workers, supervisors, other agencies, and the public

Attend and complete all required training and demonstrations of proficiency

Establish and maintain liaison with local, county, state, federal agencies, and public officials

This position is considered "Essential Personnel", which requires being on duty to respond during emergency situations including, but not limited to, natural and /or man-made disasters.

MINIMUM POSITION REQUIREMENTS:

Possess a valid Texas Driver License

Be a licensed peace officer with TCOLE

Maintain license requirements of a peace officer as defined by TCOLE

CHAIN OF COMMAND:

This position reports and is accountable to the Patrol Sergeant.

Salary: \$25.31 - \$27.39

Closing Date: Noon, 02/14/2025

Submit applications to Captain Charles Williamson in Administration. Application packets being submitted by VCSO personnel must include:

- Completed supplemental application
- Resume
- TCOLE training record
- Promotion Transfer Eligibility form (containing supervisor and/or division captain approval / recommendation)