



Pend Oreille County

Civil Service Commission

PO Box 5060 • Newport, WA 99156 (509) 447-6480

Office Hours: Monday through Friday 8:00 a.m. - 4:30 p.m.

ANNOUNCING COMPETITIVE EXAMINATION FOR **Entry & Lateral Corrections Officer (Jailer)** **MALE OR FEMALE**

This exam is for the purpose of establishing a certified list of candidates for a current vacancy and future employment as a Corrections Officer in the Sheriff's Office. The eligibility of successful candidates shall remain in effect one year.

EXAMINATION SCHEDULE:

Physical Agility Test (PAT): Must be taken within 2 weeks of application submission, in the Civil Service Office, County Courthouse, 625 W. 4th St., Newport, WA. See application deadline below.

>This is a Pass or Fail test and you must pass the PAT to continue to the written.

Written Exam: Immediately following the PAT (see above) at the same location in the Civil Service Office. You must obtain a 70% score on the written to pass. Allow 2 hours for written. Test is based on applicant having no experience in Corrections or related field. See application deadline below.

Typing Test: No minimum required and not grounds for disqualification. Your typing score will be added to your application before submission to the Sheriff's office (if applicable). Test will be administered on testing day after the written.

Examination test weight: The examination will cover tests of proficiency in such matters only as will fairly determine the ability of the person examined to discharge the duties of Corrections Officer in the Pend Oreille County Sheriff's Office. No experience necessary.

NUMBER OF VACANCIES: Full-Time (4)

SALARY & BENEFITS: Union, vacation, sick leave, paid holidays, longevity, retirement plan, and medical benefits. Starting salary: Entry Level at Step 1, \$3,584.52/month., Laterals at Step 2, \$3,693.52/month. to Step 4, \$3,942.07/month., DOE.

GENERAL MINIMUM QUALIFICATIONS

1. Must be a citizen of the United States of America or a lawful permanent resident who can read and write the English language (RCW 41.08.070).
2. Must possess a High School diploma or equivalent.
3. Must be at least twentyone (21) years of age at time of appointment.
4. Vision must be at least 20/100 corrected to 20/20 with no color blindness.
5. Must possess and maintain a valid vehicle operator's license.
6. Prior to employment, certified applicants will complete additional testing by the Sheriff's Office including, but not limited to, a thorough criminal history check, a polygraph, and psychological tests.
7. **Lateral applicants:** After graduation from an accredited basic corrections academy, a minimum of two years of non-military, continuous corrections officer experience with a single law enforcement agency, with no break in service of more than 180 days and be currently employed as a corrections officer in a position equivalent to Corrections Officer, Pend Oreille County, with proper certification.

TO APPLY: **Civil Service Application Required.** See website at: www.pendoreilleco.org (Human Resources) to print an application (you cannot apply on-line), pick up or request a copy by mail, from the Pend Oreille County Civil Service Office, 625 W. 4th St., Newport, WA 99156, Monday through Friday 8:00AM-4:30PM. (509) 447-6480. A \$15.00 testing fee is due at time of application. Fee may be waived due to financial hardship.

APPLICATION DEADLINE: OPEN – Monday thru Friday by 4:00pm, in person at 625 W. 4th St. Newport, WA., or via mail (Civil Service, PO BOX 5060, Newport, WA 99156). If mailing, Chief Examiner will call to verify receipt by deadline.

PEND OREILLE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

Pend Oreille County Civil Service Commission. Alicia Pereyda, Chief Examiner, 11/02/2022