



NAVARRO COUNTY SHERIFF'S OFFICE

APPLICATION FOR EMPLOYMENT



EQUAL OPPORTUNITY EMPLOYER

PLEASE READ CAREFULLY. TO BE CONSIDERED FOR EMPLOYMENT ALL QUESTIONS MUST BE ANSWERED.

PERSONAL INFORMATION

LAST NAME _____ FIRST _____ MIDDLE _____ TODAY'S DATE _____

HOME STREET ADDRESS _____ APT _____ CITY _____ STATE _____ ZIP CODE _____

DATE OF BIRTH _____ DRIVERS LICENSE # _____ STATE ISSUED _____ EXPIRATION _____ SOCIAL SECURITY NUMBER _____

HOME PHONE _____ CELL PHONE _____ E-MAIL ADDRESS _____

ARE YOU 21 YEARS OF AGE OR OLDER? YES / NO (CIRCLE ONE)

IF NOT, ARE YOU AT LEAST 18 YEARS OF AGE? YES / NO (CIRCLE ONE)

I AM A CITIZEN OF THE UNITED STATES OF AMERICA? YES / NO (CIRCLE ONE)

HAVE YOU EVER BEEN ARRESTED OR CONVICTED OF ANY OFFENSE GREATER THAN A TRAFFIC VIOLATION OR A FAMILY VIOLENCE OFFENSE?
YES / NO (CIRCLE ONE)

IF YES, LIST BELOW:

DATE _____ OFFENSE _____ DISPOSITION _____

DATE _____ OFFENSE _____ DISPOSITION _____

HAVE YOU SERVED IN THE U.S. ARMED FORCES: YES / NO IF YES, WHICH BRANCH? _____

HAVE YOU PREVIOUSLY BEEN EMPLOYED OR APPLIED WITH THE NAVARRO COUNTY SHERIFF'S OFFICE? YES / NO (CIRCLE ONE)
IF YES, LIST BELOW:

DATES: FROM _____ TO _____ POSITION _____

ARE YOU RELATED TO OR KNOW ANYONE EMPLOYED BY NAVARRO COUNTY SHERIFF'S OFFICE? IF YES, LIST PERSON(S) BELOW:

LIST ANY SOCIAL MEDIA ACCOUNTS: N/A Facebook Instagram Snapchat Other _____

HOW DID YOU HEAR ABOUT THIS JOB OPENING?

JOB INTEREST – POSITION(S) DESIRED

PATROL OFFICER DETENTION OFFICER TELECOMMUNICATOR BAILIFF/COURTHOUSE SECURITY ADMINISTRATION

AVAILABILITY: Are you available to work: DAYS NIGHTS WEEKENDS Date you would be available to begin work: _____

EDUCATIONAL RECORD

High School or GED Graduate? Yes No LANGUAGE(S): _____ Speak Read Write

NAME, CITY, AND STATE OF SCHOOLS ATTENDED _____ MAJOR FIELD _____ GRADUATED _____

LAST HIGH SCHOOL: _____

LAST COLLEGE/UNIVERSITY: _____

GRADUATE SCHOOL: _____

TECHNICAL/VOCATIONAL SCHOOL: _____

LIST THE COURSES YOU ARE CURRENTLY ENROLLED IN:

PROFESSIONAL LICENSES/CERTIFICATIONS

TYPE _____	STATE ISSUED _____	DATE ISSUED _____	EXPIRES ON _____	NUMBER _____
TYPE _____	STATE ISSUED _____	DATE ISSUED _____	EXPIRES ON _____	NUMBER _____

WORK EXPERIENCE

WHAT OTHER NAMES HAVE YOU WORKED UNDER? _____

MAY WE CONTACT YOUR CURRENT EMPLOYER? YES NO

LIST YOUR LAST OR PRESENT EMPLOYER FIRST FOR THE PAST 10 YEARS

NAME OF EMPLOYER: _____	FROM: _____	TO: _____	
STREET ADDRESS _____	CITY _____	STATE _____	PHONE NUMBER _____
SUPERVISOR _____	CONTACT NUMBER _____	EMAIL _____	
POSITION TITLE _____	STARTING SALARY _____	FINAL SALARY _____	
BRIEFLY DESCRIBE YOUR DUTIES _____			
REASON FOR LEAVING _____			

NAME OF EMPLOYER: _____	FROM: _____	TO: _____	
STREET ADDRESS _____	CITY _____	STATE _____	PHONE NUMBER _____
SUPERVISOR _____	CONTACT NUMBER _____	EMAIL _____	
POSITION TITLE _____	STARTING SALARY _____	FINAL SALARY _____	
BRIEFLY DESCRIBE YOUR DUTIES _____			
REASON FOR LEAVING _____			

NAME OF EMPLOYER: _____	FROM: _____	TO: _____	
STREET ADDRESS _____	CITY _____	STATE _____	PHONE NUMBER _____
SUPERVISOR _____	CONTACT NUMBER _____	EMAIL _____	
POSITION TITLE _____	STARTING SALARY _____	FINAL SALARY _____	
BRIEFLY DESCRIBE YOUR DUTIES _____			
REASON FOR LEAVING _____			

NAME OF EMPLOYER: _____ FROM: _____ TO: _____

STREET ADDRESS _____ CITY _____ STATE _____ PHONE NUMBER _____

SUPERVISOR _____ CONTACT NUMBER _____ EMAIL _____

POSITION TITLE _____ STARTING SALARY _____ FINAL SALARY _____

BRIEFLY DESCRIBE YOUR DUTIES _____

REASON FOR LEAVING _____

NAME OF EMPLOYER: _____ FROM: _____ TO: _____

STREET ADDRESS _____ CITY _____ STATE _____ PHONE NUMBER _____

SUPERVISOR _____ CONTACT NUMBER _____ EMAIL _____

POSITION TITLE _____ STARTING SALARY _____ FINAL SALARY _____

BRIEFLY DESCRIBE YOUR DUTIES _____

REASON FOR LEAVING _____

NAME OF EMPLOYER: _____ FROM: _____ TO: _____

STREET ADDRESS _____ CITY _____ STATE _____ PHONE NUMBER _____

SUPERVISOR _____ CONTACT NUMBER _____ EMAIL _____

POSITION TITLE _____ STARTING SALARY _____ FINAL SALARY _____

BRIEFLY DESCRIBE YOUR DUTIES _____

REASON FOR LEAVING _____

NAME OF EMPLOYER: _____ FROM: _____ TO: _____

STREET ADDRESS _____ CITY _____ STATE _____ PHONE NUMBER _____

SUPERVISOR _____ CONTACT NUMBER _____ EMAIL _____

POSITION TITLE _____ STARTING SALARY _____ FINAL SALARY _____

BRIEFLY DESCRIBE YOUR DUTIES _____

REASON FOR LEAVING _____

AUTHORITY TO RELEASE INFORMATION

TO WHOM IT MAY CONCERN:

I hereby authorize the **NAVARRO COUNTY SHERIFF'S OFFICE** and its authorized representatives bearing this release, or a copy thereof, within one year of its date, to obtain any information in your files pertaining to my employment, military, credit, education or medical records, including not limited to academic, achievement, attendance, athletic, personal history, and disciplinary records, medical records, and credit records.

I hereby direct you to release such information upon request of the bearer. This release is executed with full knowledge and understanding that the information is for official use. Consent is granted to all parties to furnish such information, as described above, to third parties in the course of fulfilling its official responsibilities. I hereby release you, as custodian of such records, and any school, college, university, or other educational institution, hospital, or other repository of medical records, credit bureau, lending institution, consumer reporting agency, or retail business establishment including its officers, employees, or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may at any time result to me, my heirs, family or associates because of compliance with this authorization and request to release information, or attempt to comply with it.

I am furnishing my Social Security Account Number on a voluntary basis with the understanding such is not required by any law or regulation. I have been advised that all parties will utilize this number only to facilitate the location of employment, military, credit, and educational records concerning me in connection with this application. Should there be any question as to the validity of this release, you may contact me as indicated below:

Applicant's Printed Full Name: _____

Address: _____

Telephone Number: _____

Applicant's Notarized Signature: _____

Sworn to and signed before me, on this _____ day of _____, _____

in and for _____ county, in the state of _____.

Signature of Notary Public: _____

Notary Seal

Printed Name of Notary Public: _____

My Commission Expires: _____

ENTRY LEVEL POSITION AS DEPUTY SHERIFF

Minimum Requirements:

- Be a United States Citizen
- Be at least 21 years of age at the time of employment (18 years of age for detention and telecommunications)
- Valid Driver's License
- Free from disease of physical / mental impairments that would prevent the individual from performing the essential job functions of a Deputy Sheriff
- High School diploma or GED
- Speak, read and write English
- Pass a complete background investigation including a polygraph examination
- Illegal drug use as a juvenile will not be a reason to reject an applicant, if no established pattern continues as an adult
- No marijuana use no more than one time within the past two years. Must be satisfactorily explained to review board.
- No controlled substance use or dangerous drugs, other than prescribed for their use, within the past ten years
- The suitability of an applicant, who has used any class of a controlled substance beyond ten years, must be fully explained to the satisfaction of the employee review board. A decision will be rendered based on the circumstances of involvement, use, length of use, and quantity of use. Applicants who have established a pattern of selling, manufacturing, distributing or cultivating illegal drugs, including marijuana will be rejected.
- No criminal history
- Must meet all legal requirements necessary to become eligible for licensing by the Texas Commission on Law Enforcement (TCOLE)

Starting Salary & Benefits for Detention and Communications Officers Effective October 1, 2022

Starting Salary \$47,350.00 yearly \$3,945.83 per month \$22.76 per hour

Level 2 Salary \$48,850.00 yearly \$4,070.83 per month \$23.48 per hour

Starting Salary & Benefits for Bailiffs and Courthouse Security

Salary \$52,850.00 yearly \$4,404.16 per month \$25.41 per hour

Starting Salary & Benefits for Patrol Officers

Deputy Recruit \$48,850.00 yearly \$4,070.83 per month \$23.48 per hour

Level 1 Deputy \$54,350.00 yearly \$4,529.17 per month \$26.13 per hour

Level 2 Deputy \$55,850.00 yearly \$4,654.17 per month \$26.85 per hour

Paid Health and Life Insurance / Paid Sick, Vacation and Holiday Leave / Longevity Pay / Deferred Compensation / Furnished Uniforms / TCDRS retirement system