

ATTENTION:



The Charles County Sheriff's Office Is now accepting applications for **Part-Time Training Instructor** Salary: \$18.01 per hour



This **part-time** position involves professional work assisting in administering, organizing, and conducting regional entrance level and in-service training for police, correctional officers, and civilian personnel at the Southern Maryland Criminal Justice Academy (SMCJA). The employee in this position is responsible for establishing and maintaining a close relationship with staff members and outside agency personnel.

REQUIREMENTS:

- Graduation from a recognized high school or possession of a General Education Certificate (GED) recognized by the Maryland State Board of Education.
- Associate's Degree in Criminal Justice, or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.
- Ability to become certified through the Maryland Police and Correctional Training Commission (MPCTC) for Instructor status within one (1) year of employment.
- Knowledge of the principals and practices of law enforcement, the MPCTC, Calvert, Charles, and St. Mary's County Sheriff's Office regulations, and the Southern Maryland Criminal Justice Administration and Operations Manual.
- Knowledge of the controlling laws and ordinances, particularly the laws of arrest, evidence, search and seizure, and the handling of criminals.
- Ability to lift and carry at least 50 pounds of weight.
- Possess a valid driver's license.
- Successfully pass a comprehensive background investigation.
- Ability to pass a medical physical.
- Ability to pass random drug testing.
- Ability to utilize a high level of discretion, good judgment, and confidentiality.

APPLICATIONS AVAILABLE AT:

Administrative Headquarters Building: 6915 Crain Highway, La Plata, MD
District I Station: 6855 Crain Highway, La Plata, MD
District II Station: 3145 Marshall Hall Rd., Bryans Road, MD
District III Station: 3670 Leonardtown Rd., Waldorf, MD
Online at: www.ccsso.us

Please submit completed application to:
Human Resources, PO Box 189, La Plata, MD 20646
For more information call: (301) 609-6417

Closing Date: Friday, September 4, 2015 by 4:00 p.m.
AN EQUAL OPPORTUNITY EMPLOYER