

ATTENTION:



The Charles County Sheriff's Office
Is now accepting applications for the position of
**Court Security Deputy-Domestic
Violence Unit**



Salary: Grade 10/ \$44,538

This full time, grant funded, uniformed position is responsible for handling various duties during domestic violence hearings at the Charles County Courthouse. This position provides a deputy to attend protective order hearings to provide safety, support and outreach resources to victims of domestic violence. The deputy will interview petitioners and respondents in order to obtain information that will assist in completing the protective order process. This process includes obtaining information about firearms possession, service locations and officer safety information. The deputy will assist with other court security duties at times with the understanding he or she must be present during hearings as his or her primary function. The deputy will serve court orders, arrest warrants, and criminal summonses. The deputy may be required to make arrests and take reports when needed.

REQUIREMENTS:

- High School Diploma or equivalent.
- Graduation from a Maryland Police and Correctional Training Commissions (MPCTC) certified police academy, or, have held certification as a Maryland Law Enforcement officer within the last three (3) years at time of appointment.
- If not Maryland Certified, graduation from a 6 month police academy and able to become approved by the MPCTC to go to a comparative compliance program to become certified police officer through the State of Maryland Bachelor's degree in Social Sciences or Social Work, or, any combination of education and experience to successfully perform the duties of the position is preferred.
- Possess a valid driver's license.
- Knowledge of the Circuit and District court systems.
- Ability to operate agency radio and computer systems.
- Ability to operate agency vehicles as required by policy and state laws.
- Ability to maintain police certification by attending in service training as required.
- Maintain physical requirements to perform daily job functions.
- Knowledge of laws pertaining to domestic violence and ability to stay current with domestic violence statutes.
- Possess strong verbal and written communication skills.
- Ability to pass a comprehensive background investigation.
- Ability to utilize a high level of discretion, good judgment, and confidentiality.

APPLICATIONS AVAILABLE:

Online at: www.ccsso.us

Please submit application and resume to:
Human Resources, P.O. Box 189, La Plata, MD 20646
Or by fax: (301) 609-6420
For more information call: (301) 609-6417

Closing date: Open until filled
AN EQUAL OPPORTUNITY EMPLOYER