

Notice of Examination

The Shelby County Law Enforcement Personnel Board
for Shelby County, Alabama, Sheriff's Office
announces an examination for **Deputy Sheriff**

Purpose: to fill current and/or future vacancies in the Shelby County Sheriff's Office

Starting Salary: \$19.80+ per hour; **Maximum Salary:** \$29.45+ per hour, effective 10/7/16

Examination Date and Time: **Saturday, November 4, 2017 at 9:00 a.m.**; check-in begins at 8:30 a.m.

Application DEADLINE: Paperwork must be received no later than **4:30 p.m. Thurs., October 19, 2017**

Fringe Benefits Include: Group medical insurance, pension plan, paid vacation, holidays, sick leave, and other types of leave; job security; educational and/or fitness incentives for those who qualify

Place and Procedure

Exams are held at Chelsea High School's lunchroom (10510 Hwy. 11, Chelsea, AL 35043; I-65 Pelham exit 242, E on Co. Rd. 52, N on CR 11, school is on right; or E on Hwy. 280, rt. on Old 280, to Co. Rd. 11, school is 2 miles south on left). Info package available at SCLEPB ofc. in Butch Ellis Community Svcs. Bldg., 108 W. College St., Rm. 102, Columbiana, AL 35051, behind Courthouse (8-4:30 M-F), or print from Sheriff's Ofc.'s website: www.shelbyso.com under Career Opportunities. Hand-deliver to LEPB ofc., or mail to SCLEPB, P.O. Box 1006, Columbiana, AL 35051 and you will be called: a completed **application (KEEP A COPY!)** résumé; copy of H.S. diploma **OR** H.S. transcript w/grad. date **OR** G.E.D., even if you attended college; Applicant Statement and Authorization to Release Information (pg. 18 of app., signed in front of a notary); and copies of any pertinent credentials/awards/certificates/letters of recommendation. **We do not send reminders – THIS IS YOUR ONLY NOTIFICATION of the written exam.** We do not give out study guides. Take road around **north/left** side of school and **park in rear** near lunchroom. Current valid driver license required for admission. Test administrator checks off list of pre-registered applicants **and locks the door at 9 a.m.** Exam takes 2-2½ hrs. Scores are mailed. Sheriff's Office notifies qualified applicants of PT, etc. **Exam is held quarterly, but you may take it only ONCE per year, so please be sure you can pass the fitness test in a few weeks.** Please notify LEPB of name/address/ph #/job changes.

Age requirements: Minimum age to take examination is 20 years; 21 years to be appointed

Education: HS diploma, HS transcript w/graduation date, or G.E.D.; submit copy of one with application

Other: All sworn law enforcement personnel must be USA citizens, and must pass the APOSTC fitness test (requirements available in LEPB office or online), background investigation, interviews, polygraph, personality inventory, doctor's physical, and drug screen prior to appointment; applicants shall be required to meet State Minimum Standards for Law Enforcement Officers, and be able to complete State standard minimum training requirements after initial hiring; **NO children or pets allowed at written or physical testing**

Examination Subjects and Weights: Ability to follow oral and written instructions; ability to read and comprehend written material; logical reasoning; memory and observation; **Passing score: 70**

Job Duties: For job descriptions of all four open-examination classifications, see www.shelbyso.com, Career Opportunities; also available in the SCLEPB office

NOTE: This exam will be held at a Shelby County School. A law is in effect prohibiting smoking in schools and on school grounds, so **THERE IS NO SMOKING – EITHER IN THE SCHOOL, ON THE SCHOOL GROUNDS, OR EVEN IN THE PARKING LOT IN CARS. ALSO, NO FIREARMS ALLOWED.** This is to uphold the law and to keep our children's educational environment clean and safe.

An Equal Opportunity Employer

The Shelby County Law Enforcement Personnel Board provides a public personnel system based on merit principles. It strives for the constant improvement to the public service by employing and developing the best-qualified people available. Every applicant is rated solely on ability, regardless of race, color, religion, gender, national origin, age, marital status, veteran status, disability, or any other legally-protected status.