

## **Sheriff's Office Openings CLARK COUNTY**

### **Telecommunicator**

#### **Overview/Purpose of Position**

The Telecommunicator's role is to receive emergency and non-emergency requests for response via radio, telephone and computer aided dispatch systems; determine priorities; dispatches law enforcement and other emergency units, give first aid and emergency medical directions over the phone and maintain close contact with field units to monitor response progress. They have limited arrest authority and can make arrest in the courthouse. A one-year eligibility list will be created for future full time vacancies.

### **Male Corrections Deputy**

#### **Overview/Purpose of Position:**

The Clark County Sheriff's Office is accepting applications to fill one full-time male corrections deputy position. This position provides enforcement of federal, state and local laws and ordinances regarding jail/correctional policies, procedures, rules and regulation for the security and order of inmates in a jail/correctional facility. A one-year eligibility list will be created for future full time vacancies.

#### **Requirements for both positions:**

Candidates must be 18 years of age, a US citizen, possess a valid Wisconsin driver's license, and have a high school diploma or GED certificate. Applicants must be physically and mentally able to perform the essential functions of the job, have good written and verbal communication skills, excellent moral character, be able to type, and be able to work evenings, weekends, and holidays.

Offers of employment will be contingent upon successful completion of psychological examination, as well as drug screen testing. Candidates will also be required to successfully complete an extensive background investigation, including criminal history. No felony convictions.

#### **Benefits for both positions:**

Minimum wage for this position is \$18.88 - \$21.73, depending on experience. This position qualifies for a full county benefit package including: health, dental, vision, Wisconsin Retirement System with County match, disability, paid time off and paid holidays.

#### **Apply:**

To apply for either of the positions, please submit a cover letter, resume, and a Clark County employment application to: Personnel Manager, 517 Court Street, Room 205, Neillsville, WI 54456 or apply online at <http://www.clarkcounty.wi.gov>. **Applications will be accepted until Friday, December 31, 2021 or until the positions are filled.** All applications must be submitted with a cover letter and resume. Incomplete applications may not be considered.

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**Clark County is a CRC/EOE/ADA employer**