

# County of Santa Cruz

INVITES YOU TO APPLY FOR:

## SHERIFF'S CORRECTIONS OFFICER

Bilingual (English/Spanish) Candidates  
Encouraged to Apply

Open and Promotional  
Job # 23-RC6

Salary: \$6,353 – 8,497/ Month

\*Hiring Incentive: \$10,000 Bonus  
upon completion of probationary period which is 2080  
County service hours<sup>1</sup>



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### County Equity Statement

*Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion.*

*Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.*

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**LAST DATE TO APPLY: Continuous** – Applicants are encouraged to apply as soon as possible. This recruitment may close once a sufficient number of qualifying applications have been received.

**THE JOB:** Sheriff's Corrections Officers are assigned to a shift in a maximum, medium or minimum correctional facility to admit, release, guard and supervise inmates in County Corrections Facilities. Incumbents are assigned duties involving continuous and direct contact with inmates, are subject to an element of personal danger in controlling violent inmates and are expected to deal with emergencies. Corrections Officers are rotated among correctional facilities. Incumbents work twelve-hour shifts, alternating four days and three days per two-week period.

**Please direct questions regarding incentives to Sgt. Salvador Mejia at (831) 454-7680.**

**THE REQUIREMENTS:** Graduation from a high school by an association recognized by the US Department of Education, a satisfactory score on a GED test or a California High School Proficiency Examination certificate. A two- or four-year college degree accredited by an association recognized by the US Department of Education may be substituted for the high school requirements.



**Special Requirements: License Requirement:** Possession of a valid California Class C Driver License at time of appointment. **Background Investigation:** Ability to pass a full background investigation.

**Other Special Requirements:** Must be eighteen years of age by the time of appointment; available to work a flexible schedule, including weekends, nights, holidays and on an as needed basis.

**Special Working Requirements:** Exposure to: heights, such as 40 foot perimeter walls; microwaves; bees; pollen; loud noises; chemical irritants, such as strong offensive odors; infections which may cause chronic disease or death and hostile and aggressive persons

**Knowledge:** Some knowledge techniques of directing the activities of others, human behavior and common reactions to stress.

**Ability to:** Control, direct and instruct inmates individually and in large groups in the performance of work projects and recreational activities; read, understand, interpret and apply departmental policies, rules and regulations pertaining to correctional operations and care of inmates; evaluate impartially the performance and attitudes of inmates; prepare clear and concise reports; follow written and oral orders; deal effectively with hostile and aggressive persons; interact effectively with the public; work effectively with individuals from a variety of backgrounds; learn first aid and cardiopulmonary resuscitation; adopt quick, effective and reasonable courses of action under adverse and/or emergency conditions; communicate effectively orally and in writing; lift 55 pounds from floor level, such as lifting an injured or ill inmate with the assistance of other Corrections Officers; bend and squat continuously for long periods of time, such as for intake searches; run quickly, such as in response to inmates fighting; walk for long periods; wear a self-contained breathing apparatus; learn defense and restraint tactics; distinguish colors, such as warning lights; restrain combative inmates; see at near and far distances, such as reading booking sheets and observing inmates 40-50 feet away and hear and distinguish a variety of sounds such as alarms and calls for assistance in a noisy environment.

**THE EXAMINATION:** The examination process will consist of the following: Review of application (pass/fail), written examination (100%), and a physical ability examination (pass/fail) based on the required knowledge and abilities. **Physical Ability Test: Part 1:** Run 220 yards in 1 minute or less; **Part 2:** Drag a 165-pound dummy 60 feet in 1 minute or less. Applicants will be allowed two one-minute attempts to pass each part of the physical ability test. Applicants **MUST PASS ALL** components of the examination to be placed on the eligible list.

**Background Investigation:** An extensive background investigation including a polygraph examination, drug screen, and Personal History Statement which includes work, legal, driving, financial and drug possession histories will be conducted.

**Failure of the background investigation will include but is not limited to one of the following:**

1. Unlawful use or possession of any unlawful drug within three years of application for employment.
2. Unlawful sales, distribution, manufacture, transportation of an unlawful drug.
3. Use of any unlawful drug during work hours while employed in a job related to public safety or security.
4. Termination from employment or discharge from the military because of a drug test.
5. Conviction or commission of a felony.
6. Conviction or commission of a misdemeanor within the last three years involving conduct that would adversely impact the candidate's ability to perform as a law enforcement officer.
7. The conviction or specified misdemeanor within the last ten years per California Penal Code 29805(c).
8. Classification as a negligent operator under the Department of Motor Vehicles:
  - a. Four or more points in twelve (12) months.
  - b. Six points in twenty-four (24) months.
  - c. Eight points in thirty-six (36) months.
9. A peace officer applicant who is the subject of a protective order or a temporary restraining order related to domestic violence or stalking (California Penal Code section 12021(g)(1) and US Code, Title 18, part 1, Chapter 44, Section 922).
10. Conviction of a misdemeanor containing the elements of domestic violence (US Code, Title 18, Part 1, Chapter 44, Section 922(d)(9)).
11. Discharge from the armed services of the United States of America under dishonorable conditions (US Code, Title 18, Part 1, Chapter 44, Section 911(d)(6)).
12. Termination from a sworn position at a law enforcement agency.
13. Termination from any employment in the past three years for reasons that would adversely impact the candidate's ability to perform as a law enforcement officer.
14. Any incorrect representation, verbal misrepresentation or deletion of a material fact on an application, interview or background investigation.

**Any exceptions to the above may be considered on a case-by-case basis.**

Please answer the following question:

Were you referred by a Sheriff's Office employee? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please include the name of the employee: \_\_\_\_\_

**HOW TO APPLY:** Apply online at [www.santacruzcountyjobs.com](http://www.santacruzcountyjobs.com) or mail/bring an application and supplemental questionnaire to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Personnel Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

**Women, people of color and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.**

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may be designated for bilingual pay (Spanish speaking). Candidates may qualify for bilingual pay by successfully completing a pass/fail language proficiency examination.

#### **EMPLOYEE BENEFITS:**

**VACATION** - Employees on 5/8 schedule accrue at 14 days per year, rising to 29 days per year after 15 years of service. Employees on 7/12 schedule accrue at 10 days per year rising to 25 days per year after 15 years of service. Employees on 4/10 schedule accrue at 12 days and rising to 27 days per year after 15 years of service. Vacation is available after 1 year of service.

**HOLIDAYS** - 13 days for employees on 5/8 schedule. Employees on 7/12 schedule receive 7.07% of their base pay as a holiday differential in lieu of and for holidays. Employees on a 4/10 schedule shall receive one 10-hour day off per month in lieu of the prescribed holidays.

**SICK LEAVE** - 96 hours per year

**BEREAVEMENT LEAVE** - 3 days paid in California, 5 days paid out-of-state

**MEDICAL PLAN** - The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

**DENTAL PLAN** - - County pays for employee and eligible dependent coverage.

**VISION PLAN** - County pays for employee coverage. Employee may purchase eligible dependent coverage.

**RETIREMENT** - 1959 Survivor's Benefit plus pension formula 2% at age 50 or 2.7% at age 57 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013(PEPRA). Pension benefit determined by final average compensation of three years. County pays a portion of retirement contribution.

**LIFE INSURANCE** - County paid \$50,000 term policy. Employee may purchase additional life insurance.

**DEPENDENT-CARE PLAN** - Employees who pay for qualifying child or dependent care expenses may elect this pre-tax program.

**H-CARE PLAN** - Employees who pay a County medical premium may elect this pre-tax program.

**HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFA)** - Employees may elect this pre-tax program to cover qualifying health care expenses.

**LONG TERM DISABILITY PLAN** - Employee paid. Provides up to 70% of the first \$14,286 of pre-disability earnings up to \$10,000 per month maximum.

**DEFERRED COMPENSATION** - A deferred compensation plan is available to employees.

<sup>1</sup>Hiring Incentive of \$10,000 upon completion of probationary period which is 2080 County service hours. Employees who separate prior to the completion of three years (6,240 hours) must reimburse the total amount of the incentive pay received.

**Note: Provisions of this bulletin do not constitute an expressed or implied contract.**

**County of Santa Cruz**

[www.santacruzcountyjobs.com](http://www.santacruzcountyjobs.com)

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