



Office of the Sheriff
Michael D. Andrews, Sheriff

DEPUTY SHERIFF INFORMATION

WELCOME, IF YOU MEET THE FOLLOWING QUALIFICATIONS, YOU ARE ELIGIBLE TO APPLY FOR A DEPUTY SHERIFF.

- Must be at least 21 years old.
- Must be a citizen of the United States.
- Must have a high school diploma or equivalent. **Training and Standards require a high school equivalent diploma be at least partial classroom.
- Must possess or be able to possess a North Carolina driver's license.
- Must not have been convicted of a felony or serious misdemeanor.
- Must meet all the applicable standards and qualify for State Law Enforcement Certification in accordance with the North Carolina Sheriffs' Training & Standards Commission as well as the policies of the Office of the Sheriff of Durham County.
- You live within 35 miles of downtown Durham (or are willing to relocate upon being hired)

SALARY / BENEFITS

- Starting Pay - \$32,210
- After Certification/Probationary Status - \$36,000
- Vacation / Sick Time
- Paid Holidays
- Paid on the job training
- Employee Health Insurance
- Employee Dental Insurance
- Employee Vision Insurance
- County Retirement
- 401k Retirement

NATURE OF WORK

A Deputy Sheriff is responsible for the general law enforcement work required by the Office of the Sheriff. This law enforcement work includes keeping the peace, serving the public, protecting the lives, rights and property of all those within the County of Durham. A Deputy Sheriff's duties include taking calls from the public, serving the public, investigating complaints and criminal activity, traffic enforcement, serving civil and criminal process as well as other papers as required by the courts, developing suspects, arresting perpetrators, providing security for the courts, transporting prisoners, and any other special assignments upon request. A Deputy Sheriff is expected to exercise good, sound judgment, make decisions in both normal and emergency situations and use discretion while carrying out the details of each task. Work is performed under the direct supervision of the assigned Lieutenant and Sergeant. The applicant must be willing to work 12-hour rotating shifts which includes holidays and weekends.



Training and Recruitment | 11821 Highway 501North | Rougemont, NC 27572

(919) 560-0930 | Fax (919) 560-0939 | www.dconcc.gov

Equal Employment/Affirmative Action Employer

09/2014



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KNOWLEDGE, SKILLS AND ABILITIES

- Physical ability to meet and cope with all demands of law enforcement training and work.
- Ability to learn and maintain a working knowledge of modern law enforcement practices and procedures.
- Ability to obtain a working knowledge of federal, state and local laws.
- Ability to establish and maintain effective relationships with other employees, officials, and the general public.
- Ability to learn new procedures.
- Ability to qualify and re-qualify with all mandated Office weapons in accordance with State laws as well as the policies and procedures of the Office of the Sheriff.
- Ability to get along with co-workers, the public and others.
- Ability to follow directions, learn policies and procedures as well as act independently, using sound judgment in both normal and emergency situations.
- Ability to maintain full law enforcement certification.

EXAMPLES OF WORK

- Patrols an assigned area within Durham County, checks property, answers call for service, investigates crimes, and disturbances as well as arrest Violators of the law.
- Enforces the federal, state and local laws.
- Provides security for the courts of the State of North Carolina.
- Transports prisoners, mental patients and inebriates.
- Serves both civil and criminal process as directed by the courts.
- Assists other local, state and federal agencies in their law enforcement functions.
- Investigates crimes through assignment or develops cases to investigate.
- Gives public presentations.
- Teaches GREAT.
- Works as a School Resource Officer.
- Prevents crime.
- Performs special assignments or tasks, including under-cover and clerical.
- Prepares reports as required by Office policy

PERFORMS OTHER DUTIES AS REQUIRED BY THE SHERIFF

THE POSITIONS OF DEPUTY SHERIFF AND RESERVE DEPUTY ARE CONSIDERED THE SAME FOR PURPOSES OF THE APPLICANT PROCESS



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LAW ENFORCEMENT TESTING PROCESS

I. Police Officers' Physical Abilities Test (POPAT)

A. Agility Test will be administered by a Training Officer and must be successfully completed in the time specified.

Applicant must wear appropriate clothes and shoes for running the course. No showers are available after the test.

The POPAT consists of:

Scenario #1: Chase and Apprehension

Start Position in Chair

1. Chair to Cone 1 (40 ft.) and back (around chair) 2 times
2. Chair to Cone 2 (60 ft.) while completing the following obstacles:
 - a. 4 foot broad jump
 - b. 4 foot "fence" climb
 - c. Crawl under obstacle (2 foot high)
3. Cone 2 to mat
4. "Roll Drill", 3 repetitions (a-d equals 1 repetition)
 - a. Start on top of 100 lb. heavy bag with left knee on mat
 - b. Roll to right until bag is over body
 - c. Continue roll in same direction until back on top of heavy bag (complete when right knee touches mat)
 - d. Perform complete turn to left until left knee touches mat
5. 20 push-ups
6. "Roll Drill", 3 repetitions
7. Mat to Cone 2 while completing the following obstacles:
 - a. 4 foot broad jump
 - b. 4 foot "fence" climb
 - c. Crawl under obstacle (2 foot high)
8. Cone 2 to step box
9. 30 Steps (up and down) on step box
10. "Roll Drill", 3 repetitions
11. 20 push-ups
12. "Roll Drill", 3 repetitions





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Scenario #2: Rescue

1. Run from Cone 1 to Cone 2 (50 ft.) and back 2 times
2. 30 Steps (up and down) on step box
3. Run from Cone 1 to Cone 2 (50 ft.) and back 2 times
4. Drag 175 lb. dummy from Cone 3 to Cone 4 (25 ft.) and back to Cone 3 (past line adjacent to cone each way)

II. Reading Comprehension Test

- A. A nationally standardized reading comprehension test will be administered by a Training Officer.
- B. Applicant must pass with a 10th grade reading level or higher.
- C. Upon completion of the reading comprehension test, the applicant shall be informed if s/he passed or failed. If passed, may proceed to next step.

III. Background Investigation

- A. A background investigation shall be conducted on each applicant prior to employment.
- B. Applicants who are ineligible as a result of the background investigation will be notified in writing.

IV. Review Board Interview

- A. Successful applicants are scheduled to appear before an interview board.
- B. Applicants who are ineligible as a result of the review board will be notified in writing.

V. Final Selection

- A. Interview results, tests results, and the background investigation are given to the Sheriff or executive designated by him for final consideration for employment.
- B. Applicants accepted for employment will be given a conditional job offer and scheduled for a pre-employment interview with the Training Director or designated personnel. The interview will include setting an appointment for a pre-employment physical, psychological screening and having fingerprints taken.
- C. All applicants for Deputy Sheriff must take the Oath of Office before starting employment and prior to assuming any duties, and after each swearing-in of the High Sheriff every four years.

NOTE: The application process will generally take a *minimum* of 120 days.

VI. Rejected Applicants

- A. Applicants who are turned down for employment from any stage of the application process must wait a period of one year from the date of rejection notification before they may reapply for the position they were seeking when rejected.

THE ORDER OF THIS IS SUBJECT TO CHANGE AT THE DISCRETION OF THE SHERIFF OR AUTHORIZED REPRESENTATIVE.

