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BY: *[Signature]*
SANDRA K. DUCKWORTH, COUNTY CLERK

Newton County Sheriff's Office
Sheriff Colton Havard

County of Newton, State of Texas
110 E Court St. • Newton, Texas 75966
Telephone: 409-379-3636 Fax: 409-379-3071

Newton County Employee
Job Opportunity Announcement

Date: December 31, 2024

Position: Full Time Deputy

Requirements: Must have a High School Diploma or GED. Must be at least 21 years of age and pass a pre-employment/ criminal history investigation. Must be able to travel to do mandatory training. Must be able to work shifts of days and or nights, weekends, and holidays. Have a general knowledge in office skills and be TCOLE eligible. Experience as a Deputy required.

Duties:

Patrol Deputy

Skills/Abilities: Ability to maintain confidentiality, ability to think quickly and remain calm in crisis situations, ability to handle multiple tasks simultaneously, including operation of multiple computer screens and keyboards while answering calls and dispatching officers. Must be knowledgeable in office equipment such as telephones, computers, and fax machines. Must follow, assist, and support orders.

Salary:

Starting pay depends on education and experience (**beginning at \$47,808 per year**). Hazardous Duty Pay in the amount of **\$100.00** per month. Certificate pay of up to **\$200.00** per month.

Employees of the County who would like to apply for the position, please inform your supervisor that you will be applying.

All parties interested in applying for this position should see the County Treasurer for an application.