HILLSBOROUGH COUNTY SHERIFF'S OFFICE
CHAD CHRONISTER, SHERIFF

Law Enforcement Pre-Certified Deputy

Job Code: S2747
Pay Grade: SB
Pay Scale: $36.77-$55.94 Hourly; $80,305.68-$122,172.96 Annually
Exempt: No

OVERVIEW

Applicants with sworn experience will undergo a documented review of completed basic law enforcement training, supplemental in-service, and specialty training to determine compliance with agency hiring standards and eligibility as a law enforcement pre-certified deputy. Identified training gaps will be addressed and documented.

The training consists of up to a 10-week training academy. The Sheriff's Office provides all books, materials, and uniforms (excluding footwear). Those selected for hire will receive pay and full benefits during the training period. Upon successful completion of training, the Law Enforcement Pre-Certified Deputy transitions to a Law Enforcement Deputy.

DUTIES & RESPONSIBILITIES

Duties may vary based on assignment.

- Patrol assigned areas using an agency vehicle to detect and monitor possible criminal activity and interrogate suspicious persons.
- Respond to emergency calls to provide assistance.
- Investigate incidents for civil or criminal law violations.
- Apprehend and arrest suspected law violators to ensure public safety.
- Prepare and preserve evidence in accordance with directives to maintain chain of custody.
- Testify in court to provide an accurate account of investigation findings.
- Control activities at traffic accident scenes by assisting victims or maintaining traffic flow.
- Enforce traffic laws by observing violations and issuing citations.
- Provide information and assistance to the public.
- Prepare and submit daily activity reports in accordance with standard operating procedures (SOP) and directives.
- Transport prisoners to court, medical, or prison facilities.
- Maintain patrol car, weapons, and other law enforcement equipment to ensure operational readiness.
- Perform other related duties as required.

KNOWLEDGE & ABILITIES

- Working knowledge of local, state, and federal laws pertinent to law enforcement.
- Working knowledge of law enforcement guidelines and criminal investigation methods and techniques.
- Working knowledge of traffic accident control measures and investigation methods and techniques.
- Working knowledge of court procedures.
- Ability to safely operate a motor vehicle.
- Ability to act quickly and correctly in emergencies.

- Ability to pay close attention to detail.
- Ability to enforce the law courteously, tactfully, firmly, and impartially.
- Ability to handle confidential information.
- Ability to communicate effectively, both orally and in writing.
- Ability to use a computer and related software.
- Ability to meet specific physical requirements as may be established by competent authority.

SKILLS

- Criminal Investigations
- Firearms
- First Aid
- Law Enforcement
- Police Training
- Cardiopulmonary Resuscitation (CPR)
- Court Procedures

WORKING CONDITIONS

- Work within a law enforcement agency, in and around a detention, correctional, or court operations environment, with occasional contact with inmates.
- Work outdoors in a subtropical climate in potential adverse weather conditions.
- Exposure to explicit or disturbing behavior.
- Work can be physically demanding, stressful, and dangerous.
- Elevated risk of exposure to bloodborne or airborne pathogens, bodily fluids, chemical or biological toxins, and contagious diseases.
- Remain in a stationary position for extended periods of time at a scene, event, or workstation.
- May engage in extremely heavy physical exertion (e.g., lifting, carrying, pushing and/or pulling objects and materials over 100 pounds).
- Annual physical testing includes running, climbing, lifting, pushing, pulling, and navigating obstacles, along with repetitive hand movements, balance, agility, and sustained physical exertion in varied environments.
- Drive a Sheriff's Office-issued vehicle (e.g., car, full-size van, full-size pickup truck) to perform essential duties.
- Shift work: May work day or night shifts and non-standard hours/days including weekends and holidays.
- Required to wear a Sheriff's Office provided uniform.
- In the event of an emergency or disaster, may be required to respond promptly to duties and responsibilities as assigned by management chain, Division/District Commander, or the Sheriff (or their designee). Such assignments may be for before, during or after the emergency/disaster.

MINIMUM EDUCATION & EXPERIENCE

- A high school diploma or possession of a GED certificate.
- Possession of a valid Law Enforcement Officer certification by the State of Florida.
- One year of experience as a Law Enforcement Deputy.

OR

- A high school diploma or possession of a GED certificate.
- Possession of a valid Law Enforcement Officer certification by the State of Florida.
- Two current, consecutive years of employment as a sworn Detention Deputy with HCSO.

Additionally, the following are required:

- 21 years of age or older.
- United States citizen.
- Of good moral character.

- Six months tobacco/nicotine free at time of application.

REQUIRED PRE-EMPLOYMENT TESTING

NOTE ON THE PAA

- The course consists of the following and must be completed in 5:48 minutes or less:
- 130-foot run followed by scaling a 4-foot-high stationary solid wall.
- 100-foot run to a cone, followed by a 40-foot run to stairs and completion of a 70-step stair climb (one step equals: first foot up, second foot up, first foot down, second foot down).
- 100-foot run followed by climbing through a 3-foot-high window.
- 50-foot run navigating through cones in a serpentine pattern, keeping cones on the indicated side.
- 20-foot movement (push, pull, drag, or walk) of a 180-pound sled back and forth five times, totaling 100 feet.
- 20-foot drag of a 160-pound dummy.

ADDITIONAL JOB REQUIREMENTS

- Attendance at the specified Sheriff's Office work location is required.
- Depending on assignment, employees may be required to possess a valid Florida Driver License at time of employment. Driving history will be thoroughly reviewed and may be grounds for disqualification.
- No visible tattoos on face. Tattoos on hands, neck, or arms must be covered with white, black, or neutral colored covering.
- No illegal drug sale within lifetime.
- No illegal drug use within the past 36 months. No marijuana use within the last 12 months.
- No felony convictions within lifetime.
- No misdemeanor convictions involving perjury, false statement, or domestic violence within lifetime.
- No dishonorable discharge from any branch of the United States Armed Forces, the United States Coast Guard, National Guard, or Reserve Forces.
- Successful completion of a background investigation including criminal, reference, employment, and neighborhood checks; polygraph; medical evaluation; and drug screening.
- Live within Hillsborough County or within Citrus, Hardee, Hernando, Lake, Manatee, Pasco, Pinellas, Polk, Sarasota, or Sumter County as long as the residence is located within the 60-mile parameter of Falkenburg Road Jail at the time of appointment/employment (certified only).

The duties and responsibilities on this job description represent the essential functions that an employee must be able to satisfactorily perform with or without reasonable accommodations. Reasonable accommodations shall be made upon request to enable employees with disabilities to perform the essential functions of their job, absent undue agency hardship. The Sheriff’s Office retains the right to change or assign other duties to this job as necessary.

PREFERRED QUALIFICATIONS

- An associate’s degree or equivalent (60 semester or 90 quarter hours of study) from an accredited institution of higher education
- Three years of military experience with an honorable/general discharge or is active in good standing.