

**BINGHAM COUNTY**  
**DEPARTMENT of HUMAN RESOURCES**

501 North Maple #202  
Blackfoot, ID 83221

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April 19, 2017

**BINGHAM COUNTY, IDAHO**

**Position:** Detention Deputy  
**Salary:** \$16.30 - DOE  
Full-time position with County Benefits  
**Closing Date:** May 5, 2017 @5.00pm

**Purpose of Class/Primary Function**

The principal function of a sworn employee in this class is to perform security duties to ensure the safety and security of the County Jail, inmates, and the community. The Detention Deputy may be assigned additional and/or specific duties in booking and release, the electronic control and communications center, clerical, kitchen, laundry, and related support functions. The work is performed under supervision of a Jail Sergeant. Some latitude is granted to the employee but work is subject to stringent state and county legal guidelines. The principal duties of this class are performed in a work environment in which the employee is subject to potential personal danger and health hazards.

**Minimum Requirements**

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| Must have a high school diploma, a GED certificate, or school transcripts  |
| Must be at least 21 years of age   |
| Must have a valid Idaho Driver's License and be insurable  |
| Must have no Felony convictions<br>Some misdemeanors are allowed depending on the classification                         |
| Must be able to pass a background check (criminal-character-credit), polygraph test, and a pre-employment drug screening |

**Disqualifying Drug Usage**

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| Sale, delivery and/or cultivation of any controlled substances including but not limited to marijuana, methamphetamines, amphetamines, cocaine, heroin, prescription drugs without a legal prescription and/or license and hallucinogenic drugs; such as LSD, mushrooms, and acid |
| Use of marijuana within the past year   |
| Use of synthetic substances such as "spice" within the past year  |
| Any use of illegal hard drugs to include: meth, heroin, cocaine, LSD, PCP   |
| If use of marijuana and/or synthetic drugs, such as spice, is between one and three years, please contact Capt. Mark Cowley for additional information.   |

**Employment Requirements for a Detention Deputy**

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| Must have the ability to work rotating shifts (days, nights, weekends, and holidays)                     |
| Must be able to follow written and oral instructions   |
| Must be able to operate specialized jail equipment, office equipment and software program applications   |
| Must be able to interpret, maintain, and produce records, logs, documentation and reports on all inmates |

Bingham County is an Equal Opportunity Employer

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| Must be able to deal verbally and/or physically with uncooperative, distraught, or hostile inmates   |
| Must be able to monitor inmates to ensure the safety and security of inmates, staff, and the facility  |
| Must be able to recognize and respond to unusual medical, physical or mental conditions of the inmates   |
| Must be able to understand and apply departmental, state, and local law enforcement procedures, policies, rules, and regulations   |
| Must be able to analyze situations quickly and objectively, to recognize actual or potential dangers and determine the proper course of action   |
| Must be able to escort inmates to and from facilities, court, or other appointments  |
| Must be able to work independently as well as a team, including special response or security teams   |
| Must be able to cope with stressful situations calmly, fairly, tactfully, and with respect to individual rights  |
| Must be able to establish and maintain effective working relationships with inmates, fellow staff members, supervisors, other County employees, the public and persons with varied racial, ethnic, or economic backgrounds |
| Must be able to communicate clearly and concisely, orally or in writing with accurate and grammatically correct information in the reports   |
| Must be able to respond to citizen requests in a courteous and effective manner  |
| Must be able to perform a variety of duties/responsibilities with accuracy and efficiency with time-sensitive deadlines  |
| Must be able to become POST Certified within 1 year of hire date   |

**Items that must be attached to the Sheriff's Office Application**

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| A copy of your high school diploma, GED certificate, or school transcripts |
| A copy of your valid Idaho Driver's License                                |
| A copy of your Birth Certificate   |

**Benefits**

Bingham County offers a highly competitive benefits package including membership in the Public Employee Retirement System of Idaho (PERSI), paid time off, holiday pay, as well as medical, dental, vision and life insurance.

**How to Apply**

A job description and the **Application** may be picked up at the Bingham County Courthouse, Department of Human Resources, Room 110 Blackfoot or you may find the application on our website: [www.co.bingham.id.us](http://www.co.bingham.id.us). When you have completed the **Application** and have attached all of the required documentation, you may submit it by bringing it to the address listed above, or you may mail it to this address: 501 N Maple #202, Blackfoot, Idaho 83221. If you chose to mail it, the postmark must be by the closing [lpope@co.bingham.id.us](mailto:lpope@co.bingham.id.us)

The back page of the **Application** is an Authorization for Release of Records and Personal Information. You will need to sign this document in front of a Notary Public. You may bring a picture ID with you to the Courthouse and Patty Walters in HR will notarize this page for you. **If your application is not complete or doesn't have the required documentation, you will not be considered for this job posting.**