

# OFFICE OF THE SHERIFF

Clay County, Florida  
Darryl Daniels, Sheriff  
"Selfless service for all."

Office Memorandum

**DATE:** November 13, 2018  
**POSITION:** Detention Deputy  
**REPORTS TO:** Detention Sergeant  
**STARTING SALARY:** \$38,000 annually, pay grade 12

*The Sheriff is posting a notice of opportunity for the position of Detention Deputy.*

*Specific duties may include, but are not limited to:*

- Maintain care, custody and control of inmates;
- Physically patrol and visually inspect all aspects of the facility and the Sheriff's Office to ensure the welfare, safety and security;
- Maintain jail security within the institution and oversee the health and safety of staff and inmates;
- Escort inmates / visitors, as required;
- Process inmates;
- Monitor radio transmissions between staff in order to respond immediately to directions / emergencies and to call for security support as needed;
- Perform any additional duties that may be required by the Sheriff or through necessity.

**Minimum qualifications:** must be a US citizen who is at least be at least 19 years old and have a high school diploma / GED. Must have Florida corrections certification and can pass an extensive background investigation, drug test, physical exam and physical abilities test. Must possess a valid Florida Driver's License.

If you are interested in this position, please submit your completed application and resume to [apply@claysheriff.com](mailto:apply@claysheriff.com) by the deadline date.

Thank you.

*Equal Employment Opportunity Employer*

Our Community, Our County, Our Responsibility...  
*We're All In This Together*