



**ANDERSON COUNTY  
SHERIFF'S OFFICE  
W. R. FLORES, SHERIFF**  
1200 E. LACY ST. PALESTINE, TEXAS 75801  
PHONE 903-729-6068 FAX 903-729-3022



**Job Vacancy Announcement**

05-22-2024

**Position:** County Jailer (Full-Time)

**Open until:** until filled

**Salary:** \$44,400 annually (\$19.97 hourly). TCOLE certification pay (Basic, Intermediate, Advanced and Master) up to \$3,000 annually. Step pay: \$1,200 annually after 24 months, additional \$1,800 annually after 60 months of service. Paid overtime and holidays, TDCRS retirement benefits. Issued uniforms, and county paid training.

**Summary of Position:** Performs correctional work involving the care and custody of offenders. Work involves training in officer and offender relations, security, and corrections management.

**Detention to Deputy Program:** Personnel assigned to the County Jail may apply to attend the Basic Peace Officer Academy (specific requirements exist).

**Essential Duties:**

- Participates in the care and custody of offenders in adherence to correctional laws, rules, regulations, and established procedures.
- Performs searches of buildings, dormitories, and cellblocks for contraband and performs searches of offenders.
- Oversees and controls offender movement within buildings or specific areas.
- Prepares and maintains records, forms, and reports.
- Assists in responding to emergency situations, searching for escaped offenders, and transporting offenders.
- Performs related work and additional duties as assigned by Sheriff.

**A Job profile is not a comprehensive job description.**

**REQUIREMENTS:** High School diploma or GED is required. Must be 18 at time of employment and have a valid Texas driver's license. Must pass criminal history background check, drug screen, physical and psychological examination.

Applications mandatory and available online at [www.co.anderson.tx.us](http://www.co.anderson.tx.us) under the Sheriff's tab or Employment Opportunities tab.

Available Mon. – Fri., 8A – 5P at 1200 E. Lacy St., Palestine, TX 75801.