



Bastrop County Job Posting

804 Pecan Street, Bastrop TX 78602
(512) 581-7120

An Equal Opportunity Employer

Title: Transport Officer	Opening Date: August 9, 2018	Application Deadline: Open Until Filled	Job Posting #: 18144
Department: Sheriff's Office	Starting Salary: \$18.35 - \$20.35	Location: Bastrop, Texas	Travel: As required

INTERNAL POSTING ONLY

BRIEF JOB DESCRIPTION: It is the responsibility of a Transportation Officer to safely schedule and conduct inmate transports to the following venues; court proceedings, medical appointments, state and federal correctional facility and statewide mental health facilities. Transportation Officers are solely responsible for the adequate care and control of inmates in their custody. Transportation Officers are required to be available for extended hours coverage as an on-call officer should this agency need an afterhours transport. You will be required to maintain official documents and records related to court proceedings, county equipment and prisoner transports. It is required that you possess the ability to interact closely and professionally with personnel connected to the Criminal Justice System; law enforcement agencies, government agencies, court, judges, attorneys and the general public. This position requires that you will be exposed to personal and environmentally hazardous conditions of all types. A Transportation Officer performs any and all other duties as assigned in accordance with state and local statutes, as well as established departmental policies, procedures, and guidelines. This position demands an employee that uses good judgment and common sense, pays careful attention to detail and follow policies and procedures in the discharge of their duty.

GENERAL KNOWLEDGE, SKILLS, AND ABILITIES: Transports inmates to and from court. Ensure the safety and welfare of inmates and the public during the movement of inmates from place to place. Must have experience in direct supervision of inmates. Must have the ability to withstand prolonged standing, walking, sitting, lifting, pulling, walking flights of stairs, etc. Must be highly self-motivated and able to work without close supervision.

QUALIFICATIONS: Must have a current TCOLE Jailer's license and have at least one (1) year current experience as a Jailer. Must not be on any disciplinary probation, or under Internal Affairs or criminal investigation, and not on any restricted duty because of disciplinary action. Must meet state minimum firearms qualifications annually. Must have successfully met the minimum physical readiness testing (PRT) standards within the last year. Must possess a valid Texas driver's license.

Please submit a cover letter and resume for this position at: Bastrop County Sheriff's Office, Attn: HR, 200 Jackson Street, Bastrop, Texas 78602 by 5:00 p.m. on the closing date. Unless otherwise indicated, regular attendance is an essential job requirement of all positions in the county. This position may require shift work outside the normal business hours and weekends.

IMPORTANT NOTE TO ALL APPLICANTS: *Policy Number 1.3.19 - Specialized Assignments, Transfers and Eligibility Lists* of the Bastrop County Sheriff's Office policies and procedures manual will be followed for this vacancy.

Bastrop County does not discriminate on the basis of race, color, age, national origin, sex, religion or disability in employment or in its activities. Minorities, Veterans, and Disabled applicants are encouraged to apply.