



HAND COUNTY SHERIFF'S OFFICE

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Employment Opportunity

The Hand County Sheriff's Office is accepting applications for the position of Emergency Manager. This is a full time position with the following benefits:

- South Dakota Retirement System, Class A (6% employer + 6% Employee) 12% Annually
- Paid health insurance for the employee, family available at employee's expense (currently DakotaCare)
- VSP Vision Insurance (shared expense)
- Delta-Dental (shared expense)
- Paid Vacation after 1st year anniversary

The starting wage for this position has set by the Board of County Commissioners at \$16.00 per hour.

The successful applicant **must furnish** the following information to advance through the application process:

1. Enlarged color photocopy of the applicants valid driver's license (CDL not required)
2. Completed Hand County employment application form.
3. Photocopy of high school diploma or GED certificate.
4. Photocopies of any post secondary education transcript, certifications or endorsements.
5. References sent directly to this office by three non-relatives

Failure to furnish any of above items will cause your application to be rejected.

The successful applicant must be currently certified in the State of South Dakota as a law enforcement officer or become certifiable. If the applicant cannot become certified as a law enforcement officer within the first year of employment, the employee will be released from employment.

Other requirements:

1. No felony convictions.
2. No current civil or criminal proceedings.
3. Ability to meet physical fitness requirements.
4. Ability to lift and carry 100 pounds a distance of 100 feet.
5. Ability to operate four wheel drive vehicles, all terrain vehicles, snowmobiles and motorcycles.
6. Ability to type, produce meaningful reports, interpret data and offer explanations to the public.
7. Ability to do public speaking, prepare presentations and offer testimony.
8. Functional knowledge of Microsoft's "OFFICE" software programs, computers and recorders.

Application material must be returned promptly and completely. **Absolutely no fax copies.**