

CIVIL SERVICE NOTICE OF EXAMINATION

ENTRY LEVEL ROAD DEPUTY

Pacific County Sheriff's Office

Notice is hereby given that the Pacific County Civil Service Commission is establishing an eligibility list for Entry Level Road Deputy with the Pacific County Sheriff's Office. Applications for examination will be accepted by the Civil Service Examiner until **Friday, August 21, 2020 at 3pm.**

The salary range for Road Deputy is \$4,584-5,553 plus benefits.

Road Deputy Minimum Qualifications

- U.S. Citizen or legal permanent resident.
- Minimum age of 21 at time of appointment.
- High School diploma or G.E.D. certificate.
- Valid driver's license.
- Ability to read and write English as required by RCW 41.14.100.
- No applicant shall have been convicted of a criminal offense classified as a felony.
- Candidates must show proof of ability to type minimum 40 wpm.
- Must meet all Pacific County Sheriff Office employment standards.

Application Procedure

- Applications may be obtained at the Pacific County Civil Service/General Administration Office, email civilservice@co.pacific.wa.us, or by calling (360) 875-9334.
- Complete the Pacific County application for employment and sign statement requesting examination.
- Submit application packet with additional documents to **Pacific County Civil Service Commission, PO Box 6, South Bend, WA 98586** or in person to the Civil Service/General Administration office in the Pacific County Annex Building. Completed application packet must be received by **Friday, August 21, 2020 at 3pm.** Applications postmarked after that date will not be accepted.

Examination Process

1. Candidates will be required to complete a Physical Abilities Test, a Written Examination, and an Oral Board Examination.
2. Following is the testing schedule (tentative):
 1. **Physical Abilities Test-** (tentative) Saturday, August 29, 2020 @ 8:30am at the South Bend High School track. The Physical Abilities Test is graded as Pass/Fail. The PAT includes 4 events: a 300-meter run, push-ups, sit-ups, and a 1.5 mile run/walk. For more information about PAT standards, see the Washington State Justice Training Center website at https://fortress.wa.gov/cjtc/www/images/docs/classes/blea/PAT_Website_Info.pdf .
 2. **Written Examination-** (tentative) Saturday, August 29, 2020, at the Commissioner's meeting room in the Pacific County Annex Building, 1216 Robert Bush Drive, South Bend. The written examination is weighted at 70% with a standard fixed score to pass of 70%.

3. **Oral Board Examination-** (tentative) The oral board examination is scheduled for Monday, August 31, 2020, at 1:00pm at the Commissioner's meeting room in the Pacific County Annex Building. The oral board is weighted at 30%. A passing average is required of 30%.

- Ranking of the applicants on the eligible register shall be based on the results of the examinations.
- Veterans preference, as set out in RCW 41.04.005 and 41.04.010 shall be applied when entitled.
- As openings in the Entry Level Road Deputy class occur, the Civil Service Examiner will submit the top three names on the eligibility list to the Sheriff for consideration in filling the vacancy. Once certified, Civil Service registers are typically in place for a minimum of one year up to three years, unless there is cause to abandon the register before that time.

Additional information may be obtained by calling Chief Examiner/Secretary Amanda Bennett at (360) 875-9334 or email civilservice@co.pacific.wa.us.

Pacific County does not discriminate on the basis of race, color, national origin, sex, Religion, age or disability in employment or the provision of services.