

Shasta County Superior Court has a **continuous** recruitment for the position of **Deputy Marshal**.

Knowledge of:

- Basic principles and practices of law enforcement;
- Basic rules and regulations of the Marshal's office;
- Basic civil procedures and processes;
- Pertinent laws, codes, and regulations regarding the serving and execution of warrants of arrest;
- Procedures and the arrest and custody of prisoners;
- Care and operation of small firearms and other law enforcement equipment.

Ability to:

- Demonstrate keen powers of observation and memory;
- Make independent decisions while working in the field;
- Make forcible arrests and deal effectively with prisoners;
- Analyze situations accurately and adopt effective courses of action;
- Control, direct, and instruct inmates individually and in large groups;
- Carry out the direction of the bench officer in executing Court business and maintain order in the courtroom and other Court facilities;
- Write clear and comprehensive reports;
- Understand and carry out oral and written directions, regulations, and departmental policies;
- Qualify with handguns, rifles, and shotguns;
- Establish and maintain cooperative working relationships with fellow employees and the general public;
- Testify in court effectively;
- Stand, walk, and remain alert for long periods of time;
- Operate law enforcement emergency vehicles in all weather conditions, as well as driving in congested areas and high-speed pursuits.

Overview of the Position

Under supervision of a Sergeant, a Deputy Marshal will be assigned to court or to perimeter security and will be expected to perform in each capacity with proficiency and sound judgment. Deputy Marshals may assist in the lead supervision and training of new employees, will perform those duties required of all peace officers as a first responder or back up officer, and will perform related duties as assigned.

Special Requirements

- Graduation from high school or equivalent;
- Graduation from a California Law Enforcement Academy approved by the Commission on Peace Officers Standards and Training (POST) and/or current POST certification;
- Possession of a valid California Class C Driver License with an acceptable driving record;
- Successful completion of a comprehensive personal background investigation, polygraph examination, psychological evaluation, physical examination, and alcohol/drug test;
- No felony convictions;
- U.S. citizenship is required or a permanent resident alien who is eligible for and has applied for citizenship.
- Regular and punctual attendance is essential.
- Ability to lift 100 pounds;
- All Court employees must take the Oath of Allegiance.

Other Considerations

Base pay for employees with an intermediate POST certificate will be increased 4.5 percent after six months of successful employment with the Superior Court. Base pay for employees with an advanced certificate will be increased an additional 3.5 percent after six months of successful employment for a maximum of 8 percent above base salary. A \$700 clothing allowance will be provided each year.

Reasonable accommodations may be made to enable qualified applicants with disabilities to perform the essential functions of the position.

A preemployment physical and drug and alcohol test are required following the job offer.

In accordance with Government Code Section 3100, Court employees, in the event of a disaster, are considered disaster workers and may be asked to respond accordingly.

Salary and Benefits

- **Salary:** \$3,743 monthly (Entry)
\$3,930 - \$5,016 monthly (Lateral)
- **Vacation:** 10 days through first 3 years, 15 days 4-9 years, 17 days 10-15 years, 20 days 16+ years.
- **Sick Leave:** 12 days per year with a pro rata payoff at termination after at least 5 years.
- **Holidays:** 13 days per year.
- **Retirement:** P.E.R.S. 3 percent at 55 benefit subject to an employee contribution of 4.5 percent. Beginning July 3, 2011, the employee contribution rate will be 9 percent.

- **Insurance:** Medical and dental plan with the Court paying for most of the employee and a portion of the dependent cost, a vision plan, and a fully paid life insurance policy.
- **Medical Insurance Opt-Out:** Employees who “opt-out” of the medical plan may be eligible to receive a \$125.00/month stipend.
- **Other:** A deferred compensation plan, credit union, and direct deposit are available.

Note: Travel expenses to appear for an interview will not be reimbursed.

Application/Selection Procedure

Candidates must complete and submit a Court application form. A resume and cover letter will be accepted in addition to, but not as a substitute for, the completed application form. **Incomplete applications will not be processed. It is not acceptable to complete the application with statements like, “See/Refer to Resume” or “See Attached.”** A qualifications appraisal committee will review applications and only the best-qualified candidates will be invited for an oral and/or written examination. **Meeting the announced requirements does not guarantee inclusion into the selection process.** Applicants who pass the examination(s) will be added to an eligible list for this classification based upon their examination score(s). As names are added to or deleted from the list, candidates’ rankings on the list will be adjusted accordingly. The top finalists will be referred to the Shasta County Marshal for final interview, background check, and selection. Arrangements may be made to accommodate applicants with disabilities by informing Human Resources in writing or by telephone at the time of application.

Submit application materials to:

Shasta County Superior Court
Human Resources Division
1500 Court Street, Room 106
Redding, CA 96001

Pick up an application at the above-noted address or visit our Web site at www.shastacourts.com.

Applications will be accepted on a continuous basis in the above-noted office. **Faxes and e-mails will not be accepted.**

About the Court

The Superior Court of California, County of Shasta, hears criminal, civil, traffic, family law, probate, juvenile, and mental health cases. There are ten judges and two commissioners with a staff of approximately 180 employees (including extra-help and security personnel). The Court operates at the county seat in Redding. The Court has one branch facility in Burney.

About Shasta County

Shasta County is a general law county with a population of approximately 200,000. Interstate 5 runs through the county, which is located 160 miles north of Sacramento, and has a relatively large land area of 3,850 square miles. The seasonal climate offers excellent adventures in the great outdoors, including camping, hiking, biking, skiing, hunting, and fishing. The Sacramento River traverses the county, spilling into and out of Shasta Lake (367 miles of shoreline). These bodies of water, along with Whiskeytown Lake and the surrounding mountains, provide for an array of recreational activities. Mt. Lassen and the Trinity Alps lie in adjacent counties. Views of Mt. Shasta are prominent as one travels around the county.

The City of Redding (population 90,000) is the financial, industrial, medical, and retail center of far Northern California. Redding has outstanding municipal services, good schools, two large acute care hospitals, and offers a variety of cultural activities. The county's two other incorporated cities, Anderson (population 10,050) on I-5, 10 miles south of Redding, and Shasta Lake City (population 9,693) on I-5, 8 miles north of Redding, are growing population centers. Housing is available in most price ranges, with a median cost of \$200,000.

Advanced education is available in the county at Shasta Community College (AA and Technical Programs), Simpson University (BA and Special Programs), National University (BA and Special Programs), and through the California State University Extension Program. California State University at Chico is located 70 miles from Redding.

SUPERIOR COURT OF THE STATE OF CALIFORNIA

COUNTY OF SHASTA

INVITES APPLICATIONS FOR



DEPUTY MARSHAL

**\$3,743 Monthly (Entry)
\$3,930 – \$5,016 Monthly (Lateral)**

Final Filing Date: Continuous

Shasta County Superior Court
Human Resources Division
1500 Court Street, Room 106
Redding, CA 96001

EQUAL OPPORTUNITY EMPLOYER