

Harris County Sheriff's Office

1200 Baker Street
Houston, Texas 77002
713-921-8891 (Recruiting)
713-921-8890 (Job Line)

Position: Communications Officer

Beginning Salary: \$27,123 / \$13.04 hr – Top Salary: \$39,956 / \$19.21 hr

Benefits:

- Paid Vacation
 - Entry Level – Accrues 3 hours per pay period
 - Top Level – Accrues 7.5 hours per pay period
- Paid Holidays
 - Ten (10) 8-hour Annual Holidays
 - One (1) 8-hour Floating Holiday of employee's choice
- Sick Time
 - All levels – Accrues 3 hours per pay period
 - 24 hours annually allowed for family sick time
- Retirement
 - TCDRS
 - 7% mandatory employee contribution
 - 10.43% Harris County contribution
 - 457 Deferred Compensation Program
 - Savings Bonds Programs
- Insurance
 - Aetna Open Access – full health, dental and vision coverage for employee, 50% dependant coverage
 - Life & Accidental Death
 - Optional Term Life
 - Long Term Disability
 - Workers Compensation
- Incentive Pay
 - Bilingual Pay (6 months service and must pass written/oral exam)
 - Longevity Pay
 - Education/Training Pay
 - 60 semester hours college/Associates Degree - \$110/mo
 - Bachelors Degree - \$265/mo
 - Master/Doctorate Degree - \$375

Qualifications:

- Must be at least 18 years of age
- Must be able to work shift work, including holidays
- High School Diploma or equivalent
- Must pass an extensive background investigation
- Must pass a physical and psychological exam. Costs are paid by the applicant
- Must pass skills and typing exams approved by the department
- Must be available for interview
- Must be available to participate in an on-site orientation prior to hiring

**APPLICANTS MAY APPLY ON-LINE AT
www.hcso.hctx.net**