



## Human Resources Department

616 Third Avenue

Two Harbors, MN 55616

Phone: (218) 834-8323

Fax: (218) 834-8482

Website: [www.co.lake.mn.us](http://www.co.lake.mn.us)

September 13, 2024

## EMPLOYMENT NOTICE

**POSITION: DEPUTY SHERIFF**

The current vacancies are for three full-time positions in the Lake County Sheriff's Office. Lake County has three duty stations: Two Harbors, Silver Bay, and Fall Lake. Two positions will be assigned to duty stations in Silver Bay and Fall Lake; these are scheduled one-year in advance with 12-hour shifts. The other will be working in all three duty stations and is scheduled 30-days in advance with primarily 12-hour shifts. Residency can be anywhere in the County or within 10-minutes of a county line by the end of Field Training or as agreed upon with the Sheriff.

**SALARY:** \$28.92 - \$39.04 per hour

**CLOSING DATE: Open until filled; initial review due September 27, 2024**

Applications must be on official forms. Resumes will be accepted, but not in lieu of an application. Provide a copy of POST license or eligibility letter at the time of application. Law Enforcement students nearing completion are encouraged to apply. Please indicate when you will be eligible to take the POST exam.

**MINIMUM QUALIFICATIONS:**

Associate's degree or two-year technical certificate in Law Enforcement or related field; or an equivalent combination of education and experience; Peace Officers Standards and Training License or eligible upon hire; and a valid Driver's license.

**RESPONSIBILITIES:**

Responsible for conducting law enforcement activities to ensure public safety. Responsibilities may include responding to requests for assistance from the public; preventing traffic accidents and deterring violators; investigating accidents and criminal incidents; preparing incident reports; ensuring the security and order of the court; receiving, processing, recording, storing, maintaining and releasing evidence; and protecting crime scenes.

**WORK TEST PERIOD:**

Appointee to the position must successfully complete probationary period per contract.

**BACKGROUND CHECK:**

Applicants selected for appointment must pass a criminal law enforcement background investigation.

**DRUG TESTING:**

Applicants selected for appointment must take and pass a drug test.

**PHYSICAL-MEDICAL STANDARDS:**

Applicants must meet essential physical and psychological requirements of the position.

**EMPLOYMENT ELIGIBILITY VERIFICATION:**

All new employees must complete and sign employment eligibility verification form on the first day of employment. Documentation verifying identity and employment eligibility must be submitted within three days of the first day of employment.

**APPLICATION INFORMATION:**

Application and Classification Specification may be obtained by contacting Lake County Human Resources Department, 616 Third Avenue, Two Harbors, MN, 55616; or Lake County Service Center, 99 Edison Boulevard, Silver Bay, MN, 55614; or website: [www.co.lake.mn.us](http://www.co.lake.mn.us); or call (218) 834-8323.

**ACCOMMODATION:**

Applicants who wish to request accommodation to application process should contact Lake County Human Resources at (218) 834-8323.

**VETERAN'S PREFERENCE:**

Proof and claims for Veteran's Preference must be filed with Lake County Human Resources at time of application.

**NON-DISCRIMINATION:**

Lake County is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, creed, sex (including pregnancy), age, color, national origin, religion, disability, sexual orientation, marital status, gender identity, status with regard to public assistance, familial status, membership or activity in a local commission, genetic information, or any other protected classification.