To Apply Visit

https://cocooketx.applicantpro.com/jobs/

Or contact the HR office on the 3rd Floor of the Cooke County Courthouse

101 South Dixon

Gainesville, TX 76240

Phone 940-668-5452

Fax 940-668-5529

Applications for employment with Cooke County shall be accepted only for open positions. Non-solicited applications will not be accepted by the Human Resources Department.

Cooke County Sheriff's Office

300 CR 451
Gainesville, TX 76250

Phone: 940-665-3471
Fax: 940-668-3255

Cooke County Sheriff's Office

Sheriff Ray Sappington

Salary & Benefits

Starting Annual Pay Rates

Deputy Sheriff - $51,934.22

Correctional Officer - $46,368.40

Communications Officer - $44,327.92

After the 1st year of service, longevity is paid at a rate of $20 per month per year of service.

County paid health, dental, vision insurance and Careflite membership.

Life Insurance - $10,000

Retirement - 7% is taken out of the employ-ee's check. There is an 8 year vesting period. Service credit from other recognized retirement systems (other counties, cities, schools, and the State of Texas) can be used towards the 8 years if approved by TCDRS. The County matches retirement at a rate of 2.05 times.

Vacation leave - 80 hours per year after one year, 6.67 hours per month thereafter.

Personal leave - 24 hours per year after one year

Sick leave - 8 hours per month

Holiday leave - 12 holidays per year = 96 holiday hours earned.

Annual Peace Officer Certification Pay

Intermediate - $960

Advanced - $1,440

Master - $1,800

FTO - $420

Correction Officers and Communications Officers are also eligible for certification pay. Rates differ from peace officer certification pay.

Qualifications

DEPUTY SHERIFF

Certified Peace Officer by the Texas Commissions on Law Enforcement. Valid Texas Driver's License. No family violence convictions. No Class B Misdemeanor or above convictions within the last 10 years. No bad conduct or dishonorable discharge from the U.S. Military.

CORRECTIONS OFFICER

High school diploma or GED required, within 1 year of assignment to position, must satisfactorily complete CCSO on the job training, and obtain a Jailer License from the Texas Commission on Law Enforcement.

COMMUNICATIONS OFFICER

High school diploma or GED required, within 1 year of assignment to position, must satisfactorily complete CCSO on the job training, and obtain a Telecommunicator License from the Texas Commission on Law Enforcement.

ALL POSITIONS

Must pass physical, psychological, drug screen, and comprehensive background investigation.

Divisions

Patrol

Patrol deputies are the face of the Cooke County Sheriff's Office and respond to any and all calls for service in unincorporated Cooke County. Patrol is divided into four 12 hour shifts. Service is provided 24 hours a day, 7 days a week, 365 days a year.

Criminal Investigation Division

CID assists the Patrol Division as needed. CID conducts all felony level investigations and some misdemeanor level investigations as necessary. An investigator from CID is always on call.

Special Crimes Unit

SCU is responsible for all narcotic related investigations. SCU also conducts seizures of assets derived from, traceable to, or intended to be used for illicit drug trafficking.

K9 Unit

The CCSO K9 unit is assigned as member of the SCU. The K9 and handler assist in narcotics investigations at the street level.

Courthouse Security

This division is responsible for the bailiffs in county and district court, as well as the overall security of the courthouse and county owned buildings in downtown Gainesville.

Corrections

Corrections is the largest division of the CCSO. Correctional officers are responsible for day to day operations of the Cooke County Jail. They maintain daily contact with approximately 150 to 160 inmates. Inmates may be held for any offense, up to and including murder.

Communications

Handles all emergency and non emergency phone calls, maintains radio contact with Sheriff's Office, Fire, and EMS personnel along with officers from other law enforcement agencies.