

General information on how to become a JSO Community Service Officer

QUALIFICATIONS:

- Must possess a High School diploma or GED equivalent
- Be at least eighteen (18) years of age. .
- Must possess a valid Florida driver's license.
- Be in good physical condition.
- Be of good moral character
- **NOT HAVE** received a dishonorable discharge from any of the Armed Forces
- **NOT HAVE** been convicted of any felony
- **NOT HAVE** been convicted of a misdemeanor involving false statement, perjury or domestic violence

The Jacksonville Sheriff's Office sponsors PAID Community Service Officer training classes at FSCJ (North Campus). The salary and tuition will be paid to candidates selected for the class.

Prior to being selected for employment, all applicants must successfully complete the following:

HIRING PROCESS:

- Physical Ability Test (must be able to lift at least 65 pounds)
- Writing Skills Test
- Polygraph Examination
- Background Investigation
 - Credit History
 - Driving History
 - Criminal History
 - 3 Year Employment and Residential Check
- Oral Board Interview
- Medical/Stress Test/Drug Screen
- Psychological Examination

Applications must be typewritten or submitted on line. Applications along with required documents will be accepted at the Criminal Justice Training Center, 4715 Capper Road, Building P, Monday through Friday between the hours of **8 a.m.- 12 p.m.** and **2 p.m.- 4 p.m.**

Local applicants are encouraged to hand deliver their application during normal business hours.

COMMUNITY SERVICE OFFICER BENEFITS

RETIREMENT:

Social Security

VACATION:

Annual leave may be accrued up to 480 hours at the end of the fiscal year.

HOLIDAY:

Twelve paid holidays per calendar year

EDUCATION INCENTIVES:

Tuition reimbursement at Florida State College Jacksonville/University of North Florida rates.

COMPREHENSIVE HEALTH COVERAGE

- Medical Coverage
- Dental Plan

BEREAVEMENT LEAVE

May be granted up to 5 days off without loss of pay.

SERVICE RAISES

Services raises are based on \$25 per month for each 5 years of service.