



CARROLL COUNTY SHERIFF'S OFFICE

COMMITMENT TO COMMUNITY

James T. DeWees
Sheriff

Correctional Deputy I
Grade: D01 – Non-Exempt
Starting Salary: \$53,186 Annually

\$5K signing bonus (First \$2.5K to be processed on date of hire)

POSITION OVERVIEW

This entry-level position is responsible for maintaining the Detention Center's security and ensuring public safety by providing custody, care, and control of incarcerated offenders.

All newly hired Correctional Deputies are assigned to the Field Training Officer (FTO) Program during their first 12 days of employment. During the first week, recruits receive an overview of detention center operations and agency procedures while working alongside unit supervisors. During the second week, recruits receive hands-on training at each security post under the direct supervision of an FTO.

Correctional Deputies are evaluated daily throughout the FTO program, and their overall performance is assessed by a supervisor before they are assigned to a permanent security shift. This position requires working days, nights, weekends, and holidays, as assigned. All entry-level, non-certified Correctional Deputies must successfully complete the Maryland Correctional Entry-Level Training Academy within one year of hire.

ESSENTIAL DUTIES

- Ensure inmate safety, health, and welfare.
- Implement facility policies and procedures.
- Conduct inspections, searches, and security checks.
- Supervise inmate activities, movement, meals, and programs.
- Enforce rules and respond to inmate needs professionally.
- Prepare accurate incident and activity reports.
- Assist with intake and release processing.
- Complete all required training and duties as assigned.

MINIMUM QUALIFICATIONS

- U.S. Citizen or Resident Alien

Education and Experience

- High school diploma or a GED recognized by the State Board of Education that meets COMAR standards

Knowledge, Skills, and Abilities

- Ability to read and interpret procedures, write reports, perform basic math, and apply sound judgment.
- Strong communication, interpersonal, and problem-solving skills.
- Ability to perform all physical duties, confirmed by agility and medical testing.

Physical Requirements

- Must meet agency physical agility and medical standards.
- For information on the physical agility requirements, please visit our website at:

<https://sheriff.carrollcountymd.gov/wp-content/uploads/2026/07/Physical-Agility-Test-Description-07.29.2026.pdf>

<https://www.youtube.com/watch?v=QmfGPjI74ww>

Character Requirements

- No felony or serious misdemeanor convictions.
- No dishonorable discharge from law enforcement or military service.
- Demonstrated integrity, emotional stability, and professionalism.

Core Competencies

- Effective communication (oral and written).
- Strong decision-making and conflict-resolution skills.
- Ability to work respectfully with diverse individuals.
- Reliability, adaptability, and sound judgment under pressure.
- Commitment to teamwork, accountability, and ethical conduct.
- Physical strength and self-discipline to manage challenging situations.

SELECTION PROCESS

- Application
- Integrity Questionnaire
- Physical Agility Test
- Written Examination
- Oral Interview Board
- Confidential Questionnaire
- Conditional Offer
- Polygraph
- Psychological Evaluation
- Background Investigation
- Physical/Medical Examination
- Final Command Review (at the discretion of the Carroll County Sheriff's Office)
- Final Offer of Employment

REQUEST PROCEDURE

To be considered for this position, qualified candidates must complete and submit an employment application electronically through PoliceApp.com. For more information about the hiring process and to view a list of our disqualifiers, visit our website at [CCSO Hiring Process](#).

"One or more positions may be filled using this vacancy announcement"

The Carroll County Sheriff's Office is an Equal Opportunity Employer.