

NOW HIRING

Deputy Marshal, Court Bailiff (Part-Time)



The City of San Marcos City Marshal's Office seeks a dedicated part-time Deputy Marshal, Court Bailiff to make a difference in the San Marcos community! The position is responsible for providing courtroom security, enforcing orders, and serving legal documents.

Key Responsibilities

- Provide courtroom and building security during open court sessions
- Serve summonses, subpoenas, and legal documents issued by the court
- Support the Warrant Enforcement Program by locating and contacting wanted individual, making arrests when necessary, preparing monthly reports, and conducting field visits

Minimum Qualifications

- High School Diploma or GED equivalent
- TCOLE Basic Peace Officer Certification or higher
- Three years of honorable service with a law enforcement agency
- Valid Texas Driver's License with a clean driving record
- Must complete TCOLE-approved Court Security Training within one year of hire

SAN MARCOS



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