



Travis County Law Enforcement Deputy

SALARY	\$70,040.00 - \$78,830.64 Annually	LOCATION	Texas, TX
JOB TYPE	Full Time	JOB NUMBER	25-10083
DEPARTMENT	Sheriff	OPENING DATE	07/07/2025
CLOSING DATE	7/28/2025 12:00 AM Central		

Job Summary

Do you possess a strong work ethic, integrity, good judgment under pressure, and have a passion for protecting the citizens of Travis County? If you answered yes, then you need to apply for the Law Enforcement Deputy position with the Travis County Sheriff's Office. The Deputy Sheriff performs law enforcement duties to protect lives, property and rights of citizens of Travis County by patrolling assigned districts to enforce local, state and federal laws. Provides for public safety by maintaining order, responding to emergencies, conducting preliminary investigative work and serving warrants.

Travis County offers a premier Total Rewards package that includes a highly rated retirement plan, vacation and sick leave, 12 company holidays, personal holidays, longevity pay, tuition reimbursement, medical, dental, and vision, and a free employee health care clinic.

We offer a competitive salary starting at \$70,040.00/year.

5+ years of experience w/ Intermediate peace officer certification or higher: \$74,305.44/year. After hire, if eligible for Sr. LE Deputy: \$77,237.89/year.

10+ years of experience w/ Advanced peace officer certification or higher: \$78,830.64/year. After hire, if eligible for Sr. LE Deputy: \$81,941.68.

Multiple positions are available!

DISTINGUISHING CHARACTERISTICS:

This is a job classification within the POPS TCSO family and is considered an entry level position in the Law Enforcement Bureau. Duties require substantial degree of initiative and independent judgment necessary to take control of dynamic situations. This classification requires a flexible work schedule in order to meet the needs of the department.

Duties and Responsibilities

- Provides for public safety by maintaining order, responding to emergencies, protecting people and property, enforcing motor vehicle and criminal laws, patrolling lake areas by boat or on horseback to promote and foster good community relations with the public.
- Patrols assigned areas; maintains situational awareness of area for crime prevention.
- Responds day or night to emergency calls and routine complaints.
- Records offenses and accidents and facts to prepare reports that document incidents and activities.
- Identifies, pursues and arrests suspects and perpetrators of criminal acts.
- Interviews complainants, witnesses and defendants; prepares appropriate charges to book arrested suspects.
- Reviews and investigates accidents and incidents to determine if criminal act or statute violations were involved.
- Monitors, notes, reports and investigates suspicious persons and situations, safety hazards and unusual or illegal activity in patrol area.
- Serves warrants, makes arrests and starts booking procedures on arrested individuals.
- Assumes control and responsibility at crime scene by directing/assigning duties to patrol and crime scene officers.
- Collects and submits evidence; may be required to photograph major fatality accidents.
- Locates fugitives, develops informants, and conducts surveillance and search and seizures.
- Provides vehicular traffic control and enforcement (tickets and warnings).
- Responds to and investigates traffic accidents; renders first aid as required.
- Issues traffic citations, directs traffic; investigates traffic accidents and crimes against persons and property.
- Serves court processes.
- Testifies in court to present evidence or act as witness in traffic and criminal cases.
- Files charges with the County and District Attorney Offices.
- Prepares sworn affidavits for the issuance or of actual execution of search warrants.
- May be required to provide training or teach throughout the community.
- Coordinates and implements in-service training programs for departmental personnel.
- Prepares and delivers presentations to public sector students and civic groups.
- Performs administrative duties as required.
- Provides assistance to qualified recipients of various crime programs.
- Performs other duties as assigned.

Minimum Requirements

Education and Experience:

- Must be a US Citizen
- Must be 21 years of age
- High school Diploma or GED
- Must qualify with a weapon annually in accordance with Departmental Standards
- Must meet the Physical Readiness Testing requirements according to TCSO policy

Licenses, Registrations, Certifications, or Special Requirements:

- Must possess basic Peace Officer Certification from TCOLE.
- Possess a valid Drivers' License. Must be able to obtain a State of Texas driver's license within 90 days.

****NOTE:** Current TCSO employees must attach the completed TCSO Patrol Applicant Information Form to their online application**

Knowledge, Skills, and Abilities:

Knowledge of:

- Code of Criminal Procedure, Penal Code, transportation code and other state Statutes and County ordinances.
- Applicable county policies including but not limited to Travis County Civil Service Rules, The Travis County Employee handbook, TCSO policies and procedures.
- Department organization and function.
- Basic Microsoft office.

Skill in:

- Must have good interpersonal and public relations skills (experience or training in public speaking is desirable) good judgment, decision making and critical thinking skills are required.
- Must be able to understand, interpret and properly apply court order, relevant State statutes including the Code of Criminal Procedure, Penal Code, State Jail Standards and all other statutes, ordinances, policies and procedures required to perform essential job duties assigned.
- Preparing official documents required to perform assigned functions, including but not limited to interoffice memorandums, letters to other agencies, affidavits, investigative reports and case filing documents.(Creating clear, concise and grammatically correct documents).
- Must maintain a professional demeanor, to include good interpersonal and public relations skills.
- Must be proficient in the use of defensive tactics requiring physical force including the use of intermediate impact weapons and firearms.
- Must be proficient in the following: computer operations, vehicle operations, radio communications, scene management and resolution; gaining and maintaining control of persons and investigation and evidence control
- Must be proficient in map reading skills with situational awareness of assigned district.

Ability to:

- Control emotions and focus on the professional duties and obligations in all circumstances regardless of provocations or stresses encountered.
- Listen effectively by using good listening techniques.
- Communicate necessary information to others in a calm, clear, dispassionate and purposeful speaking voice in all circumstances.
- Create accurate, clear, concise, comprehensive, relevant and grammatically correct documents.
- Work with employees and citizens from diverse population groups in order to comply with the department mission and best serve the public interest.
- Focus personal and team efforts toward continuous performance improvement.
- Actively seek opportunities to increase and improve knowledge, skill, and abilities needed to improve personal performance.
- Use interpersonal skills to foster positive working relationships with team members (peers, supervisors, and subordinates) required to provide superior services in the public interest.
- Take appropriate action to accomplish assigned duties and accept responsibility for outcomes.
- Use appropriate physical force, including deadly force, when necessary to prevent the imminent threat of death or serious bodily injury to others or self.
- Respond to unexpected situations in a reasonable manner.
- Maintain physical endurance and agility.

Work Environment & Other Information

Physical requirements include the ability to lift/carry up to 20–50 pounds occasionally, visual acuity, speech and hearing, hand and eye coordination, fine dexterity and manual dexterity necessary to operate a computer and office equipment. Subject to standing, walking, jogging, running, sitting, repetitive motion, reaching, climbing stairs, bending, stooping, kneeling, crouching, crawling, pushing, pulling, balancing, client/customer contact, squatting to perform the essential functions. Subject to stressful environments, exposure to excessive heat and cold (outdoor conditions) and client and customer contact for extended periods of time. Subject to contact with communicable diseases, radiation, hazardous waste, human fecal matter and foul odors. Job may involve danger due to contact with criminals and suspects as well as high speed driving.

Must be able to partially lift and drag an average weight person of 150lbs, a distance of 75 feet for the evacuation of individuals unable to assist themselves during emergencies; must be able to physically restrain hostile and combative subjects; must be able to participate in defensive tactics training and annual refresher training. Must be able to work any shift and extended hours related to emergency situations; work hours are subject to change with little or no notice. Must be able to communicate in clear English during emergencies.

SPECIAL ADA PHYSICAL STATEMENT:

Vision: Must have sufficient vision without glasses to defend self and others, and perform mandatory life safety

functions. Dual vision is required. All officers are required to take and pass vision tests each year. Vision must be correctable to 20/20 or better with uncorrected vision of 20/200 or better. Corrected visual acuity should be at least 20/20 (both eyes) and 20/40 (each eye). For applicants who have completed refractive surgery to correct vision, the operating physician must complete a Corrected Vision Surgical Form.

Hearing: Must have normal hearing in both ears. Hearing sensitivity thresholds are within 25 dB measured at 500 Hz, 1000 Hz, 2000Hz and 3000Hz averaged together. If a person does not have normal hearing a medical specialist evaluation is required in order for the candidate to be considered for hire.

Seizure Disorder: Uncontrolled seizures of any kind are disqualifying. Applicants with a history of a seizure must be able to control the disorder by medication, be seizure free for one year and sign the Notification, understanding and commitment.

Travis County employees play an important role in business continuity. As such, employees can be assigned to business continuity efforts outside of normal job functions.

Work Hours: Varies depending on shift assignment. Works some holidays, nights, and weekends.

Location: Austin, TX

Department: Travis County Sheriff's Office

TCOLE, Physical Exam, Drug Test, Alcohol Test, Psychological Exam Required. Criminal, Credit, Driving, Education, Employment Verification Required.

Testing Date: August 1, 2025

Interviews will be held week of August 11 – 15.

Start Date: October 26, 2025

This job description is intended to be generic in nature. It is not necessarily an exhaustive list of all duties and responsibilities. The essential duties, functions and responsibilities and overtime eligibility may vary based on the specific tasks assigned to the position.

Employer

Travis County

Address

700 Lavaca Street

Austin, Texas, 78701

Website

<https://www.traviscountytexas.gov/human-resources/jobs>

Law Enforcement Deputy Supplemental Questionnaire

*QUESTION 1

Are you a licensed Texas Peace Officer?

☐ Yes

☐ No

***QUESTION 2**

What is your TCOLE (Texas Commission on Law Enforcement) PID number? If none, please put "N/A".

* Required Question