

**2017-2018 Merit Deputy Hiring Process and
2017-2018 Reserve Deputy (volunteer) Process**

The Shelby County Sheriff's Department will begin accepting a candidates 'notice of intent form' from those wishing to participate in the hiring process for Merit Deputy or Reserve Deputy. A notice of intent form will be accepted beginning Monday September 25, 2017. All notices shall be returned to the Sheriff's Department, no later than 3:00 p.m. on October 13, 2017. Any notice received after this date will not be included in the hiring process.

The Notice of Intent form may be found on our website at www.co.shelby.in.us and click on the Human Resources link or the Sheriff's Department link.

Once you have returned the notice of intent candidates will be notified by U. S. Mail of the date, time, and location of testing. Candidates who pass all phases of the testing will then **be required** to complete a full employment application.

To prepare for the agility testing go to www.in.gov/ilea and select "PHYSICAL FITNESS STANDARDS" .

Candidates who successfully pass the background investigation will then move to the Merit Board interview phase.

*Candidates must possess a High School Diploma or GED, a valid Indiana Drivers License, pass a drug screening, and a criminal background check. Must be 21 years of age.

* Merit and Reserve Deputy applicants must pass Indiana Law Enforcement Academy EXIT Standards for Physical Fitness.

The Shelby County Sheriff Department is an equal opportunity employer and does not discriminate in hiring or employment practices on the basis of race, color, sex, religion, creed, national origin, ancestry, handicap as defined by law, political affiliation, or on the basis of age against individuals whose age is between 40 and 70, except when age, sex or physical requirement constitute a bona fide occupational qualification necessary to proper and efficient administration, or for the health, safety and welfare of the applicant and others, or as provided by law. No question on this application is intended to secure information to be used for such discrimination.

The Shelby County Sheriff Department, pursuant to and in accordance with the Americans with Disabilities Act ("ADA"), specifically Title I of the "ADA", shall not discriminate against a qualified individual with a disability because of the disability in regard to job application procedures, the hiring, advancement or discharge of employees, employee compensation, job training and other terms, conditions and privileges of employment. Additionally, no qualified individual with a disability may, on the basis of disability, be subjected to discrimination in employment under any service, program or activity conducted by the Shelby County Sheriff Department.

Any individual convicted of a felony shall be ineligible for employment by the Shelby County Sheriff Department. A felony is defined by Indiana Law (35-50-2-1) as any offense for which a person may receive more than one (1) year of confinement in a state or federal institution.

