



To: All Personnel	From: Captain Ryan Mikulec
Date: 04/25/2024	Re: Maintenance Officer Supervisor Vacancy

**THE VICTORIA COUNTY SHERIFF’S OFFICE
THE COUNTY OF VICTORIA IS AN
EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

POSITION: MAINTENANCE OFFICER SUPERVISOR

REPORTS TO: DETENTION CAPTAIN

General Statement of Duties: Supervise one maintenance employee and jail trustees as needed during jobs. Two (2) years of full-time paid employment as a maintenance worker with a valid Texas Driver’s License. Duties include performing a wide variety of maintenance activities to improve the functioning and appearance of the facility; to repair plumbing, electrical, structural, heating and cooling systems of the building. Also must assist with painting, plastering and perform light construction duties. The applicant must be able to communicate both orally and in writing, be a US citizen and at least 18 years of age. The applicant will be subject to a background check conducted by the Victoria County Sheriff’s Office and will submit to a drug screen prior to beginning employment.

Required Knowledge, Skills, and Abilities: Knowledge of: English usage, spelling and grammar. General knowledge of Microsoft Word. Speak, Write, and Read Reports and Comprehend Other Documents.

Salary: \$23.02 per hour

Closing Date: 05/03/2024

To apply for this position an application may be picked up by contacting the Training Unit at the Sheriff’s Office or from the website – www.joinvictoriaso.org . Upon completion, applications should be turned in to the Training Unit at the VCSO.