



**SHERIFF**  
East Baton Rouge Parish  
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Baton Rouge, Louisiana 70821

Human Resources Office  
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## FREQUENTLY ASKED QUESTIONS (FAQ's)

### 1. WHAT EMPLOYMENT OPPORTUNITIES ARE AVAILABLE WITH THE EAST BATON ROUGE PARISH SHERIFF OFFICE (EBRSO)?

*The EBRSO provides services to the community 24-hours per day, so most of the full-time positions require working rotating shifts, including nights, weekends and holidays.*

#### **Full-time, Entry-level Positions:**

Corrections, Uniform Patrol and Communications Deputies are the entry-level, full-time jobs we most frequently fill.

**Corrections Deputies** -- Maintain the custody and security of prison inmates through supervision, observation and monitoring of inmate activities and enforcement of security policies and procedures.

**Uniform Patrol Deputies** -- Perform general law enforcement duties to protect lives, property and rights of the public. Work involves answering complaint calls and patrolling in an official vehicle, motorcycle or on foot to deter crime or apprehend violators or suspects; securing crime scenes, and enforcement of all traffic and safety laws.

**Communications Deputies** -- Perform radio and communications work on an assigned shift. Provide information to patrol units on calls in progress as well as other divisions as needed. Receive and share data as appropriate with law enforcement agencies throughout the country.

#### **Volunteer Opportunities:**

Reserve Deputy Program – Our Reserve Deputies are part-time, non-salaried, commissioned law enforcement officers. Reserve Deputies have the same responsibilities and duties as the regular deputies. Opportunities exist within the Reserve program for individuals to serve in all areas of law enforcement.

2. **WHAT ARE THE QUALIFICATION REQUIREMENTS FOR EMPLOYMENT WITH EBRSO?**

<b>Job Title</b>	<b>Minimum Qualifications</b>
Corrections Deputy	<ul style="list-style-type: none"> <li>• At least 18 years old;</li> <li>• High school diploma or equivalent;</li> <li>• No felony convictions and no convictions of perjury, false statement or moral turpitude charge as an adult. Other arrests and convictions will be reviewed on a case-by-case basis.</li> <li>• Valid Louisiana Drivers License.</li> </ul>
Patrol Deputy	<ul style="list-style-type: none"> <li>• At least 18 years old;</li> <li>• High school diploma or equivalent;</li> <li>• Valid Louisiana Drivers License</li> <li>• One of the following:               <ul style="list-style-type: none"> <li>• 1 year of experience as a Peace Officer Standards and Training (POST) certified peace officer in a full-time position, whose job duties include armed duty with the power of arrest;</li> <li>• 1 year of continuous active duty service in the military;</li> <li>• 3 years of full-time work experience;</li> <li>• 90 semester hours from an accredited college or university</li> </ul> </li> </ul> <p>Note: Work experience and college maybe combined to be equivalent to 3 years of full-time work experience, where 30 semester hours equals one year of full-time work experience.</p> <ul style="list-style-type: none"> <li>• No felony convictions and no convictions of perjury, false statement or moral turpitude charge as an adult. Other arrests and convictions will be reviewed on a case-by-case basis.</li> </ul>
Communications Deputy	<ul style="list-style-type: none"> <li>• At least 18 years old;</li> <li>• High school diploma or equivalent;</li> <li>• One of the following:               <ul style="list-style-type: none"> <li>• 1 year of communications-related, radio dispatch experience or law enforcement experience;</li> <li>• 1 year of continuous active duty service in the military;</li> <li>• 2 years of full-time work experience;</li> <li>• 60 semester hours from an accredited college or university</li> </ul> </li> </ul> <p>Note: Work experience and college credit may be combined to be equivalent to 2 years of full-time work experience.</p> <ul style="list-style-type: none"> <li>• No felony convictions and no convictions of perjury, false statement or moral turpitude charge as an adult. Other arrests and convictions will be reviewed on a case-by-case basis.</li> </ul>

Reserve Deputy	<ul style="list-style-type: none"> <li>• At least 18 years old;</li> <li>• High school diploma or equivalent;</li> <li>• Valid Louisiana Drivers License</li> <li>• No felony convictions and no convictions of perjury, false statement or moral turpitude charge as an adult. Other arrests and convictions will be reviewed on a case-by-case basis.</li> <li>• One of the following: <ul style="list-style-type: none"> <li>• 1 year of experience as a Peace Officer Standards and Training (POST) certified peace officer in a full-time position, whose job duties include armed duty with the power of arrest;</li> <li>• 1 year of continuous active duty service in the military;</li> <li>• 1 year of full-time work experience</li> <li>• 60 semester hours from a regionally accredited college or university;</li> <li>• 30 semester hours from an accredited college or university <u>and</u> currently enrolled as a full-time student</li> </ul> </li> </ul> <p>Note: Work experience and college credit maybe combined to be equivalent to 1 year of full-time work experience, where 30 semester hours is equals one year of full-time work experience</p>
School Crossing Guard	<ul style="list-style-type: none"> <li>• Minimum age of 18 years;</li> <li>• High school diploma or equivalent;</li> </ul>

**NOTE: Any college hours or degree must be from a school accredited by one of the following regional accrediting bodies: the Middle States Association of Colleges and Secondary Schools; the New England Association of Schools and Colleges, Incorporated; the North Central Association of Colleges and Secondary Schools; the Northwest Association of Secondary and Higher Schools; the Southern Association of Colleges and Secondary Schools; the Western Association of Schools and Colleges.**

**3. WHAT BENEFITS ARE OFFERED?**

We offer a comprehensive benefits program.

- Free 100% employer paid health, vision and life insurance for our employees.
- Additional life, Dental and disability insurance are available for employee purchase.
- Louisiana Sheriff’s Pension and Relief Retirement plan
- Free Employee Assistance Program
- Free Employee Wellness Center

**4. HOW DO I APPLY AND WHAT CAN I EXPECT DURING THE APPLICATION PROCESS?**

You may submit an on-line application or a hard-copy of the application. Both the on-line application and a printable application can be found at <http://www.ebrso.org/Careers/ApplicationInfo.aspx>.

Applicants for Corrections, Uniform Patrol, Communications and Reserve Deputies, will undergo a physical fitness assessment, criminal history and credit check, oral interview, polygraph examination, psychological risk assessment and medical examination. Additionally, applicants for Communications and Uniform Patrol Deputy will be required to take a typing test.

**5. WHAT ARE THE PASSING SCORES FOR THE PHYSICAL FITNESS ASSESSMENT?**

- Patrol Deputy and Reserve Deputy
  - i. 1.5 Mile Run -- 15 minutes, 20 seconds
  - ii. 1 minute Sit-ups – 27
  - iii. Push-ups – 18
  
- Communications and Corrections Deputy
  - i. 1.5 Mile Run – 20 minutes
  - ii. 1 minute Sit-ups – 10
  - iii. Push-ups – 10

**6. WHAT IF I HAVE A PRIOR ARREST?**

Applicants who have prior arrest(s) must include a copy of the court disposition and any expungement documents. Dispositions can usually be obtained through the Clerk of Courts in the area where the incident occurred.

**8. WHERE CAN I OBTAIN AN EMPLOYMENT APPLICATION?**

Applications may be obtained on the EBRSO website (<http://www.ebrso.org/Careers/ApplicationInfo.aspx>) or from the Human Resources Division, 8900 Jimmy Wedell Drive, Baton Rouge, Louisiana, 70807, Monday through Friday, 8:30 AM to 4:00 PM.