

City of North Myrtle Beach, South Carolina

DEPARTMENT OF PUBLIC SAFETY

Minimum Requirements for Communications Technician/Jailer

Applicants for the position of Communications Technician/Jailer must meet the following minimum requirements:

- United States Citizen
- Minimum 21 years of age
- Present a birth certificate
- Present a high school diploma or accepted equivalent
- Sign Authorization for Release of Information and meet rigid background investigation:
 - Criminal Background
 - Fingerprint Check
 - Credit Check
 - Past Employment
 - Military Record
 - Other Background
- Medical exam including hearing, vision, drug testing and respiratory
- Possess a valid driver's license. ***NO DRIVING UNDER THE INFLUENCE CONVICTIONS WITHIN THE LAST TEN (10) YEARS.***
- Live within the boundaries of Horry County, South Carolina. Call back and response are requirements of the job.

In addition, applicants:

- Must meet physical requirements of the South Carolina Police Academy for Detention Officers
- Must possess acceptable typing skills
- Must have knowledge of basic computer fundamentals
- Must be able to work under pressure and **remain calm** while performing diverse multiple tasks:
 - Answer 17 telephone circuits, six radios
 - Operate three computers
 - Prepare handwritten documents
 - Maintain area security
 - Book and release prisoners