21-054 Community Supervision & Corrections Community Service Restriction-Facilities – PT
HS Diploma/GED; 2 years job related experience. Must have verbal, written communication, supervisory, organizational & interpersonal skills. Construction, building maintenance and/or lawn maintenance skills preferred. Valid Texas Driver License. Availability to work weekends & weeknights. $15.34 per hour minimum base on qualifications.

21-065 Constable PCT 2 Reserve-Non-Paid Deputy
HS Diploma/GED; Basic TOCLE certification. 1 year job experience OR 2 years of college (60 hours). Strong written & verbal communication skills. Valid Firefighter II license preferred. Valid State of Texas Drivers License. LE Grade 8, $1,827.20 biweekly.

21-066 Constable PCT 4 Deputy Constable - Contract
HS Diploma/GED; Basic TOCLE certification. 1 year job experience OR 2 years of college (60 hours). Strong written & verbal communication skills. Valid Texas Driver License. LE Grade 8, $1,827.20 biweekly.

21-121 Constable PCT 1 Deputy Constable
HS Diploma/GED; Basic TOCLE certification. 1 year job experience OR 2 years of college (60 hours). Strong written & verbal communication skills. Valid Texas Driver License. LE Grade 8, $1,827.20 biweekly.

21-123 Constable PCT 3 Deputy Constable Contract
HS Diploma/GED; Basic TOCLE certification. 1 year job experience OR 2 years of college (60 hours). Strong written & verbal communication skills. Valid Texas Driver License. LE Grade 8, $1,827.20 biweekly.

21-077 District Attorney Administrative Assistant
HS Diploma/GED; 3 years job related experience. Strong computer & typing skills. Ability to interact effectively with others; strong verbal skills. Must have knowledge of Microsoft Office/Word. TYPE 40 WPM.

21-117 District Attorney Administrative Secretary
HS Diploma/GED; 3 years job related experience. Strong computer & typing skills. Ability to interact effectively with others; strong verbal skills. Must have knowledge of Microsoft Office/Word. Able to lift file boxes weighing 30-40 lbs. Ability to work overtime as needed. Bilingual highly preferred. TYPE 40 WPM.

21-128 District Clerk Court Clerk III
High School Graduation or equivalent. Previous general business experience; computer/documented. Strong computer, secretarial, and communications skills. Ability to effectively communicate verbally & written communication skills. Must be flexible with work assignments & location. Overtime may be required. No visible tattoos. TYPE 40 WPM.

21-063 Drainage District Engineer
High School Graduation; 2 years of engineering experience in an Engineering related field. Experience in AutoCad Design, Southern Methodist University, Internship Experience, Project Management, Civil Engineering, etc. Valid Texas Driver License. $1,239.20 biweekly.

21-064 Drainage District Office
High School Graduation; 1 year job related experience. Good verbal & written communication skills; interpersonal skills. Ability to follow instructions & complete printed forms & make notes. Must have ability to turn & walk at heights up to 25 feet. Valid Texas Commercial Driver License's or obtain within 6 months of hire date.

21-066 Drainage District Engineer
High School Graduation; 60 hours of college level coursework required. Applicants must be detail-oriented, conscientious. Able to perform multiple tasks simultaneously. Experience with word processing, spreadsheets, database management, internet programs & applications is required. Applicants must have excellent written & verbal communication skills; good organizational & interpersonal skills. Duration: 12 Weeks; flexible but semester based preferable.

21-077 Emergency Medical Services Paramedic I H.S. Diploma/GED; Certified Paramedic. 6 months full time employment as a Paramedic. Strong verbal & written communication, interpersonal & organizational skills. Applicants with a current BLS, ACLS & NRP certification. $1,191.20 biweekly.

21-084 Emergency Medical Service Paramedic – PT
HS Diploma/GED; Licensed or Certified Paramedic. Current employment as a Paramedic in a 911 EMS service or employment in a hospital setting. Applicants must pass the FBC EMS entrance written & skills examination. Valid Texas Driver License. Up to 28 hours per week.

21-085 Emergency Medical Services Medical Supply Officer – PT
HS Diploma/GED; Knowledge of medical equipment & supplies. Ability to read & find locations using Key Map/Geographic. Valid Texas Driver License. Up to 28 hours per week.

21-095 Emergency Medical Service Temporary Paramedic
High School Graduation; Minimum Advanced EMT with Provisional Paramedic Certification or Licensed Paramedic. Strong verbal & written communication & organizational skills. Experience in FBC EMS written & tests; complete computer entry. Subject to emergency re-call. Valid Texas Driver License. THIS IS A TEMPORARY POSITION. 48 to 56 hours per week, for approximately 12 weeks.

21-113 Emergency Medical Service Lieutenant
High School Graduation; National Registry Paramedic and/or Texas Paramedic Certification/license. Must have a minimum of a Paramedic I or II level of training. Seniority of a Paramedic within FBC, with at least 2 years as an EMT Paramedic. Dynamic understanding of human anatomy & physiology. Knowledge of pharmacy utilized in pre-hospital setting. Strong computer skills. Valid Texas Driver License. PH Grade 11, $2,078.40 biweekly.

21-120 Engineering GIS Administrator
Bachelor’s Degree in Geography or Digital Cartography or related field. 2 years job related experience in GIS. Must have knowledge of Microsoft Office/Word. Strong computer, secretarial, and communications skills. Ability to effectively communicate verbally & written communication skills. Must be flexible with work assignments & location. Overtime may be required. No visible tattoos. TYPE 40 WPM.

21-134 Engineering GIS Specialist
Bachelor’s Degree in any field or Associate’s Degree in GIS/Cartography. Geography or related field. 4 years of relevant professional experience in GIS. Strong verbal & written communication; time management; familiarity with ESRI ArcGIS Desktop; Experience with ESRI ArcGIS, Geoprocessing, FBC GIS Environment, etc. Ability to communicate verbally & written communication skills. Computer skills. $1,014.53 per hour.

21-135 Engineering Development Assistant
Bachelor’s Degree in 4 years experience in related engineering; planning, or construction field. Good computer & math skills. Good interpersonal, verbal & written communication skills. Experience with AutoCAD, AutoDesk, MicroStation, etc. Familiarity with basic use of AutoCAD & AutoDesk, Inc. Knowledge of project specifications & construction laws. $1,007.70 per hour.

21-136 Engineering Labor – PT Recycling Center
High School Graduation; Ability to understand & carry out instructions; general working knowledge of & ability to operate required equipment. Ability to drive a forklift & truck. Ability to handle & pick up objects weighing up to & over 100 pounds. Maximum 28 hours per week as needed Monday – Saturday. $10.00 per hour.

21-048 Facilities Management & Planning Building Maintenance Worker III
High School Graduation; 3 years job related experience in blue collar skills. Basic working knowledge of plumbing and carpentry. Specific knowledge of commercial electrical & HVAC systems. License preferred. Overtime may be required. Valid Texas Driver License. PH Grade 11, $1,397.80 biweekly.

21-126 Facilities Management & Planning Janitor
High School Graduation; Technical school training or higher education in related field preferred. 3 years job related experience. Knowledge of applicable plumbing codes, standards, & Texas Commission on Jail Standards. Must be able to use a variety of tools & equipment, ability to understand & follow mechanical & schematic drawings. Computer skills, verbal & written communication & interpersonal skills. Journeyman licensed in the State of Texas. Overtime may be required. Valid Texas Driver License. PH Grade 11, $1,537.60 biweekly.

21-095 Fire Marshal Investigator / Inspector
HS Diploma/GED; 2 years job related experience. Strong computer skills, verbal & written communication, organizational & interpersonal skills. Requires TCPF Structure Firefighter, TCPF Basic Arson Investigator, TCPF Basic Fire Inspector & TCPF Class A Fire Officer license. Require to obtain Class B Driver License within 6 months of hire date. Preferred to have TCPF Hazard Technician. 2 positions available. LE Grade 10, $1,832.00 biweekly.

21-096 Fire Marshal Deputy Chief
HS Diploma/GED; Associates Degree in Emergency Management, Criminal Justice, Fire Science or Fire Protection Engineering Technology or a directly related field. 6 years experience in Emergency Response. Fire code enforcement or Criminal Investigator. Strong computer, verbal & written. MUST be Texas Peace Officer Certified by TCOLE. Must be certified as a Fire Inspector & Fire Officer II by Texas Commission on Fire Protection at time of appointment. Must have a valid Class B Texas Drivers License from the Texas Administrative Office. Please review and understand all police / fire administration job related experience. Valid Texas Driver License. PH Grade 13, $2,460.00 biweekly.

21-073 Health & Human Services Senior Health Data Analyst (Grant Funded)
Master’s Degree in Health Care Administration. Public Health or related field. 5 years experience in public health program enhancement, demonstrated revenue generating potential. Proven proficiency with verbal & written communication skills. Strong organizational & interpersonal skills.

21-052 Health & Human Services Epidemiologist (Grant Funded)

21-103 Health & Human Services Mobile Health Unit Driver
Bachelor’s Degree in Public Health, Health Services Administration, Nursing or equivalent. 5 years supervisory experience. Proven proficiency with both verbal & written communication skills. Organizational skills & ability to complete multiple tasks simultaneously. Strong interpersonal skills.

21-105 Health & Human Services Project Manager - Vaccinations
Bachelor’s Degree in Public Health, Health Education, Nursing or equivalent. 5 years experience in project management. Proven proficiency with both verbal & written communication skills. Organizational skills & ability to complete multiple tasks simultaneously. Strong interpersonal skills.

21-106 Health & Human Vaccine Coordinator
High School Graduation; 2 years job related experience. Strong computer, secretarial, and communications skills. Ability to effectively communicate verbally & written communication skills. Organizational skills & ability to complete multiple tasks simultaneously. Strong interpersonal skills.

21-107 Health & Human Services Data Analyst - Vaccinations
Bachelor’s Degree in Healthcare Informatics, Community Health or related field. 3 years experience in public health program enhancement with demonstrated revenue generating potential. Proven proficiency with both verbal & written communication skills. Strong interpersonal & organizational skills.

21-109 Health & Human Services Vaccine Site Manager
Associate’s Degree in Nursing & State Certified Registered Nurse. Bachelor’s Degree in Nursing preferred. 1 year experience in public or community health nursing. Verbal & written communication, supervisory & organizational skills. Ability to deal effectively with the public & other employees. Valid Texas Driver’s License. $1,512.00 per hour.

21-115 Health & Human Services Public Health Preparedness Manager
Bachelor’s Degree in Public Health, Public Health Management, related field. 2 years job related experience. Must have knowledge of Micron in charge of high-functioning work teams. Good verbal & written communication & organizational skills with ability to deal effectively with the public & other employees. $2,532.00 per hour.
Associate's Degree in Nursing & State Certified Registered Nurse. 1 year of experience in public or community health nursing. Good verbal & written communication, supervisory, & organizational skills. Must provide own reliable transportation & proof of insurance. First Aid/CPR certification & Defensive Driving must be completed within 3 months of hire date. May be required to work weekends & holidays. Bilingual-Spanish preferred. 3 positions available.

Bachelor's Degree in Computer Science, Information Systems or related field. Experience in computer programming, systems analysis & project development. 10 years IT experience with at least 5 years technical experience in the deployment & support of enterprise application software. Strong problem solving & team-based skills. Through knowledge of programming & development standards & programming architectures. Excellent interpersonal & communication skills.

Fulshear

Library Clerk – PT

HS Diploma/GED: Strong computer skills, keyboard & typing skills; good communication skills & ability to interact easily with staff & the public. Ability to understand & carry out instructions. 24 hours per week. Requires evening & weekend work.

First Colony

Library Assistant – PT

HS Diploma/GED and 44 credit hours of college. Relevant work experience preferred: typing & keyboarding skills; computer skills involving use of the Internet & database searching; good communication skills. Ability to lift materials up to 25 lbs. 24 hours per week. Requires evening & weekend work. Must provide college transcript at time of applying.

First Colony-Adult

Civilian

HS Diploma/GED; 2 years job related experience. Ability to understand & carry out instructions, general working knowledge of & ability to operate required equipment. Good verbal & written communication & interpersonal skills. Valid Texas Driver License. Jones Creek Ranch location. Up to 29 hours per week.

First Colony-Youth

Library Clerk – PT

HS Diploma/GED: Strong computer skills, keyboard & typing skills; good communication skills & ability to interact easily with staff & the public. Ability to understand & carry out instructions. 24 hours per week. Requires evening & weekend work.

Mission Bend-Youth

Library Assistant – PT

HS Diploma/GED and 44 credit hours of college. Relevant work experience preferred: typing & keyboarding skills; computer skills involving use of the Internet & database searching; good communication skills. Ability to lift materials up to 25 lbs. 24 hours per week. Requires evening & weekend work. Must provide college transcript at time of applying.

Sienna Branch Library

Librarian I – Adult Services

Master's Degree in Library Science from an American Library Association accredited school. Knowledge of current library practices & technologies. No previous experience required. Computer skills; good verbal & written communication; organizational & interpersonal skills. Requires evening & weekend work. No previous experience required. Computer skills; good verbal & written communication; organizational & interpersonal skills. Requires evening & weekend work.

Sienna-Youth

Park Worker – PT

HS Diploma/GED: 2 years job related experience. Ability to understand & carry out instructions, general working knowledge of & ability to operate required equipment. Good verbal & written communication & interpersonal skills. Valid Texas Driver License. Jones Creek Ranch location. Up to 29 hours per week.

Sienna-Youth

Yard Manager

Undergraduate degree in Horticulture, Yard Grass Management or related field. 5 years of staff management experience. General working knowledge of & ability to operate required equipment. Good verbal & written communication & interpersonal skills. Texas Department of Agriculture Certification within 1 year.

Second Colony

Civilian

HS Diploma/GED; 2 years job related experience. Ability to understand & carry out instructions, general working knowledge of & ability to operate required equipment. Good verbal & written communication & interpersonal skills. Valid Texas Driver License. Kitty Hollow Park location. Up to 29 hours per week.

First Colony

Laboratory Technician

HS Diploma/GED; 6 months work experience. Previous construction experience preferred. Good interpersonal skills; must be able to follow instructions & complete assignments within time. Valid Texas Driver License; Must obtain a Commercial Driver License within 6 months of employment.

First Colony-Youth

Equipment Operator

HS Diploma/GED: 1 year job related experience. Good driving skills, interpersonal skills & ability to deal effectively with other employees. Valid Texas Commercial Driver License.

Jones Creek Ranch

Surveyor / Instrument Technician

HS Diploma/GED: 1 year job related experience; significant experience in field surveying & construction work preferred. Good verbal & written communication skills. General knowledge of surveying equipment. Good background of mathematics preferred. Strong organizational skills. Valid Texas Driver License.

Sheriff’s Office

Deputy Sheriff

Must be a US Citizen; 18 years of age or older. HS Diploma/GED. No previous experience required. Good organizational & interpersonal skills. Texas Driver License. Basic Rider Certification to be obtained within first year of employment. Must be eligible for licensing by TOCLE. Ability to work rotating shifts.

Sheriff’s Office

Deputy Sheriff – Civilian

Must be a US Citizen; 18 years of age or older. HS Diploma/GED. No previous experience required. Good organizational & interpersonal skills. Texas Driver License. Basic Rider Certification to be obtained within first year of employment. Must be eligible for licensing by TOCLE. Ability to work rotating shifts.

Sheriff’s Office

Telecommunications Officer

Must be a US Citizen; 1 year work related experience. Good computer skills, written & verbal communication & interpersonal skills. Orca! call candidate test; data entry/patch/patch simulation test score of 3014 KPH or above. Must be eligible for licensing by TOCLE. Available for rotating shifts.

Sheriff’s Office

Volunteer Reserve Deputy Sheriff

HS Diploma/GED: Basic TOCLE certification. 1 year of job related experience. Valid Texas Driver License; firearms proficiency.

Sheriff’s Office

Records Clerk

HS Diploma/GED: 6 months job related experience. Good computer & typing skills; 10-key calculator by touch; 70% accuracy on Microsoft Word & Excel; working knowledge of database software. Good verbal & written communication skills; bookkeeping & organizational skills. Good interpersonal skills. Requires TOCNOIC Less than Full Access within first year of employment. TYPE: 30 WPM.

Sienna-Youth

Unpaid / Volunteer Intern

HS Diploma/GED preferred. Minimum of 16 years of age. Experience with word processing, spreadsheets, database management, & internet programming/operations is required. Applicants must be detail-oriented & able to perform multiple tasks simultaneously. Applicants must have excellent written & verbal communication skills, organizational & interpersonal skills. Must be flexible with regard to work assignment & location. Temporary up to 12 weeks.