



Rick Staly, Sheriff

FLAGLER COUNTY SHERIFF'S OFFICE

"An honor to serve, a duty to protect."

OPEN POSITION ANNOUNCEMENT			
Job Title:	CCTV Operator	Posting Date:	Open Until Filled
Division:	Court and Detention Services Division	Supervisor:	Chief of Detention Services
Shift:	12 Hours (Days, Evenings, Nights, Weekends, & Holidays)	Salary:	Starting at \$33,085.07
DUTIES AND RESPONSIBILITIES:			
<p>The CCTV Operator provides surveillance and security control of all doors and gates for the inmate facility through monitoring, receiving and prioritizing all CCTV, radio, intercom and telephone communications related to the movement in and around the inmate facility.</p> <ul style="list-style-type: none"> • Maintains jail security with a high alert status at all times; • Operates Central Control panels and controls and manages entry authorization by confirmation of visual identification of staff members, member badges, visitor badges, or other designated authorization; • Maintains control of all entry/exit doors and gates accessible to persons inside the facility and the perimeter of the facility including access of authorized vehicles to and from the facility only after positive identification; • Notifies appropriate staff of entry of vehicles or pedestrians; • Maintains and keeps a watchful eye on all video surveillance monitors for security and internal and external radio transmissions pertaining to the facility; • Maintains and monitors all security intercoms within the facility and in-house telephone system; • Activates jail security staff to any area of the facility where it appears that officer back up is required. • Initiates and/or maintains continuous radio contact with members and supervisors involved in any disturbance, emergency or unusual situation in the facility; • Responsible for back up panel control of all housing areas as needed; • Maintains and monitors all internal and external life safety alarms. (IE: Panels, Doors, and Gates); • Responsible for notifying the proper authorities in emergency situations. (IE: Fire, Ambulance, and Police); • Maintains and keeps a daily activity log, either written or computer generated to record movement and activity as specified in the General Orders; • Requires your attendance at work under all types of emergency conditions such as to include inclement weather, utility failure, fire or other forced evacuations or as determined by the Manager; • Performs other duties as assigned. 			
MINIMUM SELECTION CRITERIA:			
<ul style="list-style-type: none"> • Graduation from High School or possession of a High School Equivalency Diploma recognized by the State of Florida; • One (1) year experience in radio, telecommunications and/or corrections or jail environment experience, preferred. 			
HOW TO APPLY:			
<p>Interested and qualified applicants should download the application from www.flaglersheriff.com and submit the completed application to careers@flaglersheriff.com. If more information is required, please contact Human Resources at 386-586-4822.</p>			

The Flagler County Sheriff's Office is committed to providing its citizens with a diverse, competent, trained, and professional workforce by hiring highly qualified candidates. The FCSO is an Equal Opportunity Employer and strives to reflect the diversity found in the community we serve.