



To: All Personnel	From: Captain Ryan Mikulec
Date: May 21, 2024	Re: Maintenance Officer Vacancy

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

POSITION: MAINTENANCE OFFICER

General Statement of Duties: 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. Pass the VCSO physical agility course.

Salary Range: \$17.57 - \$20.64 per hour **Closing Date:** Open Until Filled

Submit applications to:
Victoria County Sheriff’s Office
Training Unit
101 N Glass
Victoria, Texas 77901

Applications can be found at www.joinvictoriaso.org

Current VCSO personnel must submit a completed Supplemental Employment application, resume, TCOLE training record and a Promotion – Transfer Eligibility form (Containing supervisor recommendation/approval) to Captain Ryan Mikulec in Administration.