



## **Pueblo County Sheriff's Office**

### **Kirk M. Taylor**

The Pueblo County Sheriff's Office seeks qualified candidates for the position of part time Assistant Coordinator with the victim assistance unit ACOVA (A Community Organization for Victim Assistance). This unit assists victims under the provisions of the Victim Rights Act, performs on scene crisis intervention, and assists victims in the criminal justice system. This position involves working in the ACOVA office handling varied office and administrative assistant tasks. Ideal candidates will be bilingual in English and Spanish, have good communication skills, and be able to maintain confidentiality. Candidates must be at least 21-years of age, have a high school diploma or GED, and valid Colorado Driver's License. As permitted by law, candidates must be able to pass a background investigation, polygraph, and physical examination. This position is part time (20 hours per week); however, hours could increase in times of need. Hours include graveyard shift, holidays, and weekends. This position is paid at \$20.58 per hour and is exempt from benefits.

Please visit the Pueblo County website at <http://county.pueblo.org/> to submit the required Sheriff's Office application.

**Applications must be submitted online by August 9, 2020.**

Equal Opportunity/Affirmative Action Employer-The Pueblo County Sheriff's Office does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services.