



2617 N. Guadalupe
Seguin, TX 78155

Arnold S. Zwicke
Sheriff

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NOTICE OF TRANSFER

In compliance with the Guadalupe County Personnel Policy, it is mandatory that Department Heads post this notice for five (5) working days, beginning **August 25, 2021**, and terminating **August 31, 2021 at 5:00 pm.**

The Guadalupe County Sheriff's Office Adult Detention Center is currently accepting applications for the position of **Clerk.**

Applicant must have a High School Diploma or GED, and have **no** criminal record. Prefer that the prospective employee have at least **1 year of experience, be detail oriented, be able to multi-task, work independently and be able to handle a fast paced atmosphere.** Pay starts at **\$14.67** per hour. Any transfer request by an employee of a higher pay group will be considered as a request for a demotion.

Transfer request may be obtained from the county's website, at the Sheriff's Office, or at Guadalupe County Human Resources Department located at 212 W. Nolte in Seguin. **Applications must be returned to Debbie Kraft at the Guadalupe County Sheriff's Office at 2617 N. Guadalupe Street. Position open until filled.**

Guadalupe County does not discriminate on the basis of race, color, national origin, sex, religion age and handicapped status in employment or the provision of services.

Robert Hernandez
Jail Administrator
Guadalupe County Adult Detention Center