

## 2-07/080.43 - Sworn Examination Unit

This Unit has the following responsibilities:

- administers open competitive and promotional civil service examinations for sworn and law enforcement support classes as follows:

Open Competitive Exams

Deputy Sheriff Trainee

Custody Assistant

Law Enforcement Technician

Security Assistant

Security Officer

Promotional Exams

Sergeant

Lieutenant

Captain

Commander

- prepare examination bulletins and coordinate approval;
  - conduct employment application review;
  - promulgate and certify eligible lists and report statistical information; and
  - coordinate appeal process.
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