

# Jefferson County Deputy Sheriffs Civil Service Commission

Steve Cox, President  
Will Liston, Vice President  
Jean Vezzosi, Commissioner



Jacki Shadle, County Clerk  
Bessie Nelson, Administrative Support

ESTABLISHED 1971

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## Jefferson County Corporal Promotional Testing Written Examination

August 02, 2023

09:00 AM

or

06:00 PM

**County Commission Meeting Room  
Charles Town Library (basement)  
200 East Washington Street, Charles Town WV 25414**

The Jefferson County Deputy Sheriff's Civil Service Commission formally announces open recruitment for the Promotional Eligibility List. The Promotional Eligibility List is used by the Sheriff of Jefferson County to make appointment(s) to the position(s) of Corporal.

Requirements to be placed on the Promotional Eligibility List are as follows:

- Applicant shall have completed at least two years' service in the next lower grade.
- The determination of eligibility for promotion shall be made as of the date the position is vacated.
- Must take a written examination.

Promotions shall be based upon merit and fitness, to be ascertained by competitive examinations to be provided by the JCDSCSC, and upon the superior qualifications of the persons promoted, as shown by their previous service and experience.

- **Fitness:** Fitness will be determined by a medical examination per §7-14-9.
- **Merit:** Merit will be determined by a competitive examination provided by JCDSCSC.
- **Previous Service:** The previous two (2) annual performance evaluations received in their current rank shall be used in consideration for promotions.
- **Experience:** Consideration will be given to the time in service as deputy sheriff with the Jefferson County Sheriff's Office.

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**Address:** 100 East Washington Street, PO Box 208, Charles Town WV 25414

**Phone:** 304.728.3340 **Email:** [JCDSCSC@jeffersoncountywv.org](mailto:JCDSCSC@jeffersoncountywv.org) **Web Site:** [www.jeffersoncountywv.org](http://www.jeffersoncountywv.org)