

SANTA CLARA COUNTY PROBATION DEPARTMENT EXTRA-HELP APPLICANT PACKET



Probation Counselor I, Probation Assistant I

William F. James Boys' Ranch/ Muriel Wright Center

Probation Counselor I – Required Documents:

- County Application Packet
- Proof of Citizenship - Birth Certificate, or Passport, or Certificate of Naturalization with Verification of Application for Citizenship
- Social Security Card
- High School Diploma – Official Transcript (sealed)
- Bachelor's Degree – Official Transcripts For All Colleges Attended (sealed)
- Current California Driver License
- Current H6 D.M.V. Printout
- Proof of Current Auto Insurance Coverage
- Current Adult CPR and Basic First Aid Cards
- Personal History Statement

Probation Assistant I – Required Documents:

- County Application Packet
- Proof of Citizenship - Birth Certificate, Passport, or Certificate of Naturalization with Verification of Application for Citizenship
- Social Security Card
- High School Diploma – Official Transcript (sealed)
- Official Transcripts for All Colleges Attended– 60 Semester or 90 Quarter Units (sealed)
- Current California Driver License
- Current H6 D.M.V. Printout
- Proof of Current Auto Insurance Coverage
- Current Adult CPR and Basic First Aid Cards
- Personal History Statement

***Qualified applicants must successfully pass a complete background investigation, including fingerprints, a psychological evaluation, and a physical exam.**

