

Charleston County Coroner's Office Policy #36

Title: Recruitment, Selection, and Employment Requirements

Page: 1 of 2

Effective Date: 10/01/2014

Reviewed: 6/26/2019, 8/24/21

Updated: 1/29/2024

Authorized By: Bobbi Jo O'Neal, Coroner

36.1 POLICY

1. The Coroner generally adheres to the recruitment, application, screening, selection, and employment policies set forth by Charleston County Government but retains discretion over compliance for the employees of the Office. This discretion includes the completion and submission of applicable forms for all employees. Hiring and termination is at the sole discretion of the Coroner.

2. It should be noted that all Deputy Coroners serve at the pleasure of the Coroner and as such are "appointed". As a result, they may be terminated without grievance rights and this is explained prior to their employment. Additionally, should an individual be seeking employment in the Coroner's Office, it is important that they be advised that should the current Coroner either not seek reelection or be defeated, their positions are not secure.

3. Because of the unique nature and sensitivity of the work performed by the Charleston County Coroner's Office, it is imperative that the hiring process address very specific issues using various tools; these tools include the completion of an in-depth pre-employment questionnaire, personal interviews, and a criminal background check.

Recruitment, Selection and Employment Requirements

4. Any individual who is applying for a position as a Deputy Coroner or other member of the staff must submit to, and pass a polygraph examination, and a psychological evaluation. Failure to do so would automatically disqualify that individual for a position.