



**Bexar County Community Supervision and Corrections Department**

Jarvis Anderson, Chief Probation Officer

207 N. Comal

San Antonio, TX 78207

Dear Applicant:

Thank you for considering the Bexar County Community Supervision and Corrections Department for employment.

- Step One: Print the application, and the Pre-Employment Investigation, a total of 15 pages.
- Step Two: Complete the application and other forms by printing in black or blue ink or typing the information.
- Step Three: Do not leave questions blank. If questions are not applicable, enter "NA".
- Step Four: Sign the application and the Pre-Employment Investigation Packet on the signature line and enter date it was signed.
- Step Five: Attach all required documents to the application.
- Step Six: Resumes will not be accepted in lieu of applications.
- Step Seven: Mail or hand-deliver the completed application to:

Bexar County CSCD  
Human Resources Department  
207 North Comal  
San Antonio, Texas 78207

Thank you for your time and your interest in the Bexar County Community Supervision and Corrections Department.

Sincerely,  
Lloyd Lewis  
Human Resource Director  
Bexar County CSCD  
(210)335-0382