



NOTICE OF JOB OPENING

Department Name:	Sheriff's Office
Position Title:	Correctional Officer
Position Summary:	<p>The Corrections Officer is primarily a security officer. The major job emphasis is on security aspects of working with incarcerated individuals. This includes exercising physical control of violent and uncooperative inmates; breaking up fights and restraining violent and uncooperative inmates; acceptance and booking of prisoners which includes taking fingerprints and photos and conducting clothed and unclothed searches; escorting prisoners to and from court; writing reports and testifying in court.</p> <p>Job details include working varying shift assignments with varying days off to accommodate twenty-four hour staffing, seven days a week, including recognized holidays. Working overtime is frequently required.</p> <p>In some positions, deputies must carry a firearm which will require them to maintain firearm qualification training standards. Some assignments (transports) require motor vehicle operation. Approximately twenty percent of the job involves some formal and informal counseling with incarcerated individuals.</p>
Qualifications:	<p>Must be 21 years old and legally reside in the United States.</p> <p>Must have high school diploma or GED equivalent. Must attend and successfully complete 40 hour Jail Officer course.</p> <p>Must not have any felony convictions. Must not have any domestic violence offense related conviction or domestic violence related restraining orders in effect. Must not have any DUI/OWI convictions or driver's license suspensions or revocations within 24 months of application. Must not be a current user of illegal drugs nor have used illegal drugs within one year of application.</p>
Salary:	<p>Part Time: \$11.00 per hour starting pay</p> <p>Full Time : \$16.91 per hour starting pay with benefits and PERF retirement</p>

Deadline for Application:	Applications can be picked up at the Monroe County Sheriff's Office located at 301 N College Avenue Bloomington, IN or online at www.monroecountysheriffsoffice.us
Submit Resume and References to:	Monroe County Sheriff's Office 301 N. College Avenue Bloomington, IN 47404

Monroe County and Circuit Court offices are open to the public Monday through Friday from 8:00 a.m. to 4:00 p.m., except holidays.

**Monroe County is an Equal Opportunity Employer
Federal Identification Number – 35-1732462**