**SHERIFF OF LEE COUNTY**

**JAY JONES**

**P.O. BOX 688**

**OPELIKA, ALABAMA 36803-0688**

**Position Announcement #SD/15-12-13**

**CORRECTIONS OFFICER I**

**Closing Date: Open**

DEPARTMENT: Sheriff’s Office

ASSIGNMENT: Corrections Division

STATUS: Full-time

PAY GRADE: 12 STARTING ANNUAL SALARY RANGE: $30,097.60 - $31,907.20

SCOPE AND EFFECT: The purpose of this position is to provide security for the county detention facility.

REQUIRED HOURS OF AVAILABILITY: 12 hour rotating shifts

6am-6pm/6pm-6am

SUMMARY OF QUALIFICATIONS:

* Ability to read, write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
* Possession of a valid driver’s license issued by the State of Alabama.
* Possession of or ability to readily obtain certification by the Alabama Department of Corrections within 9 months of service.
* Ability to successfully complete a criminal background check, physical/agility test, and meet physical employment standards.
* Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to secure an inmate and restrain in emergency situations.
* Sufficient personal mobility and physical reflexes with or without reasonable accommodation, which permits the employee to perform routine inspections of the jail facility.
* Knowledge of emergency procedures and basic first aid.
* Skill in operating a computer, switchboard and other office equipment.
* Skill in the completion of forms, records, and reports.
* Skill in the comprehension and interpretation of division rules, regulations, policies, and procedures and of federal, state, and local laws.
* Skill in public and interpersonal communication, to include the ability to command authority and discern manipulating or suspicious behavior.
* Skill in the diffusion of dangerous situations involving inmate violence, suicide, and/or riots.

\*\*\***An employee in this position is subject to random drug/alcohol testing.**

Applicants should apply at the Alabama Career Center or at the Lee County Sheriff’s Office Monday thru Friday between the hours of 8:30am and 4:30pm.

Lee County is an Equal Opportunity Employer