

## **Job Posting 2020-10 CORRECTION OFFICER – MCDONALD CO.**

The McDonald County Detention Center is seeking qualified applicants for the position of Jailer. The purpose of this position is to supervise inmates and the maintenance or security of the county jail. This profession is reserved for those with sharp critical thinking skills, excellent judgment, a good moral character, and a degree of physical strength. This position classifies as a Medium to Very Heavy work type.

Minimum requirements for employment as a Jailer/Correction Officer are:

1. Be a citizen of the United States
2. Be at least 18 years of age
3. Be free of any felony convictions or misdemeanors involving domestic violence or moral turpitude.
4. Be of good character as determined by a thorough background investigation
5. Be a high school graduate or have passed the General Education Development (GED) Test indicating high school graduation level.
6. Possess a valid driver's license

### **Essential Functions:**

**544.240.** The jailer of every county through which such prisoner may be taken is required to receive and safely keep such prisoner in the jail of which he has charge, when thereto requested by the officer or person having lawful charge of such prisoner, and to redeliver him on demand of such officer or person. Receives and processes inmates incarcerated in the jail.

1. Maintains inmate property.
2. Maintains booking records, both paper and computerized.
3. Supervises trustees.
4. Assist in Courtroom security.
5. Prisoner transports.
6. Dispense medication to inmates according to doctor's orders, maintains records of such.
7. Will be trained to operate BAC machine when needed.
8. Will be trained to operate computerized fingerprint machine when needed.
9. Collects DNA samples as required by law.
10. Issue and maintain inventory of jail supplies, clothing, and hygiene supplies issued to inmates.
11. Supervise preparation of inmate meals, distribute meals.
12. RsMo. 221.270, 221.515, 544.240

### **Physical/Mental Demands:**

**PHYSICAL DEMANDS:** The work is typically performed while intermittently sitting, standing, walking, bending, crouching, kneeling, running or stooping. The employee frequently lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, and must be able to distinguish between shades of color.

**WORK ENVIRONMENT:** The work is typically performed in a jail or courtroom. The employee may be exposed to noise, machinery with moving parts, contagious or infectious diseases, or irritating chemicals.

Possible exposure to environmental hazards or disease associated with public working conditions. May be subject to extreme weather conditions, both Heat & Cold.

The incumbent must occasionally lift and/or move subjects up to 150 pounds.

### **Compensation**

Starting pay for non-P.O.S.T certified applicants: the first 90 days \$10.50/hour then \$11.00 post probationary period.

\$12.42/hour for P.O.S.T certified applicants.

**Benefits:**

Compensation will be based on experience and once position converts to full time status, it includes health and retirement benefits.

**Work Location:** McDonald County Sheriff's Office 300 E. 7<sup>th</sup> Street Pineville, Mo 64856

PH: 417-223-4319

**Interested Parties/How to Apply:**

McDonald County is an Equal Opportunity Employer and all qualified individuals are encouraged to apply.

Interested applicants can apply at the McDonald County Sheriff Office or by email to

[c.allison@mcdonaldcountysheriff.com](mailto:c.allison@mcdonaldcountysheriff.com)

Website: <http://www.mcdonaldcountysheriff.com>