

**EMPLOYMENT NOTICE
WALLER COUNTY SHERIFF'S OFFICE**

POSITION: JAILER II

GENERAL JOB DESCRIPTION:

DUTIES AS ASSIGNED AS A CORRECTIONS OFFICER AT THE WALLER COUNTY JAIL

ASSIGNMENT WILL INCLUDE THE FOLLOWING RESPONSIBILITIES:

- MAINTAIN CARE, CUSTODY AND CONTROL OF INMATES HOUSED AT THE JAIL FACILITY
- SECURITY OF THE JAIL FACILITY INCLUDING CELLS AND COMMON AREAS
- PROCESSING THE BOOKING IN AND RELEASING OF PRISONERS
- ASSIST IN TRANSPORTING PRISONERS BETWEEN THE JAIL AND THE COURTHOUSE AND OTHER LOCATIONS AS ASSIGNED
- PERFORM DUTIES ON 10 HOUR SHIFT ASSIGNMENT BASIS
- OTHER DUTIES AS DIRECTED BY THE SHERIFF OR JAIL ADMINISTRATOR

QUALIFICATIONS:

- T.C.O.L.E. LICENSED JAILERS PREFERRED
- VALID TEXAS DRIVER LICENSE
- ABILITY TO INTERACT WITH ALL PERSONS AND OFFICIALS IN A PROFESSIONAL MANNER
- POSSESS COMPUTER SKILLS TO MAKE INFORMATION AND DATA ENTRIES.
- MUST BE ABLE TO STAND FOR EXTENDED PERIODS OF TIME AND LIFT A MINIMUM OF 40 LBS

SALARY & BENEFITS

STARTING AT \$20.25 PER HOUR + HEALTH INSURANCE, RETIREMENT PLAN, LONGEVITY PAY, SICK PAY, VACATION & HOLIDAY.

APPLICATIONS:

APPLICATIONS MUST BE RECEIVED BY MAIL, FAX OR IN PERSON. ALL APPLICANTS MAY NOT BE INTERVIEWED. APPLICATIONS WILL BE ACCEPTED UNTIL POSITION IS FILLED.

SUBMIT APPLICATIONS TO:

ATTENTION: Lieutenant E. Braune
100 R. Glenn Smith Dr
Hempstead, TX 77445
E.Braune@wallercounty.us
Phone: 979-826-8282 Fax # 979-826-7781