

# 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 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 12 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 \$18.18 PER HOUR + HEALTH INSURANCE, RETIREMENT PLAN, LONGEVITY PAY, SICK PAY, VACATION & HOLIDAY. WORK SCHEDULE ALLOWS FOR EVERY OTHER FRIDAY, SATURDAY & SUNDAY OFF.

APPLICATIONS:

**APPLICATIONS MUST BE RECEIVED BY MAIL, FAX OR IN PERSON. ALL APPLICANTS MAY NOT BE INTERVIEWED. NO TELEPHONE CALLS ACCEPTED. APPLICATIONS WILL BE ACCEPTED UNTIL POSITION IS FILLED.**

SUBMIT APPLICATIONS TO:

ATTENTION: Joe Hester  
701 Calvit, Hempstead, TX 77445  
Joe.hester@wallercounty.us  
Fax # 979-826-7781