

EMPLOYMENT NOTICE
WALLER COUNTY SHERIFF'S OFFICE

POSITION: JAILER II

GENERAL JOB DESCRIPTION:

DUTIES AS ASSIGNED AS A CORRECTIONS OFFICER AT THE WALLER COUNTYJAIL

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 \$18.73 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. NO TELEPHONE CALLS ACCEPTED. APPLICATIONS WILL BE ACCEPTED UNTIL POSITION IS FILLED.

SUBMIT APPLICATIONS TO:

ATTENTION: Chief Deputy J. Flynt
100 R. Glenn Smith Dr
Hempstead, TX 77445
J.Flynt@wallercounty.us
Fax # 979-826-7781