

# COUNTY OF LEBANON

## Job Announcement

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| <b>Position:</b>                    | Correctional Officer (FT and Casual PT positions available)  |
| <b>Department:</b>                  | Lebanon County Correctional Facility<br>730 E. Walnut Street<br>Lebanon, PA 17042  |
| <b>Available:</b>                   | Immediately  |
| <b>Bargaining Unit:</b>             | AFSCME ( <i>applies to FT Corr. Officers only</i> )  |
| <b>Hours:</b>                       | Varies (24 hour facility)  |
| <b>Pay Grade:</b>                   | PT(Non-union Pay Chart); FT(Union Pay Chart)   |
| <b>Salary Range:</b>                | \$21.00 per hour   |
| <b>Full-time Employee Benefits:</b> | *Paid health, vision, and prescription insurance *Paid Life insurance<br>*Paid Holidays *Paid-time-off *Pension retirement plan *Deferred Compensation plan *Optional Dental, Whole Life, Short Term Disability, Critical Illness & Cancer Plans available |

➤ **A County of Lebanon Application must be completed for consideration**

### **BRIEF DESCRIPTION OF DUTIES AND QUALIFICATIONS:**

The primary purpose of this position is to perform journeyman level of work in the care, custody, control and non-professional counseling of inmates at the County correctional facility. An employee in this class directs inmate activities in cellblocks, housing units, work areas, dining and recreation areas; observes inmate corridors or visiting areas ensuring security is maintained and institution rules are adhered to; and provides advice and guidance in assisting inmates in their adjustment to and participation in correctional processes. Work varies with duties where there is direct involvement with inmates, to work where there is limited contact with inmates and visitors.

### **MINIMUM EXPERIENCE AND TRAINING REQUIREMENTS:**

High School Diploma or equivalent; clear criminal history; adequate physical health pertaining to job requirements; valid PA Driver's License.

| <b>Application and resume submission options:</b>   |   |
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| <b>Scan and email your application and resume directly to:</b><br>Human Resources<br><b>Email:</b> <a href="mailto:Apply@lebcnty.org">Apply@lebcnty.org</a> | <b>Mail:</b><br>ATTN: Leeanne Shank, Human Resources Assistant<br>Room 200<br>400 S. 8th Street,<br>Lebanon, PA 17042<br><b>Fax:</b> (717) 675-2668 |

*\*An Equal Employment Opportunity Employer\**