



Sarah Tyson
Human Resources Director

153 Courthouse Rd. Suite 103
Currituck, NC 27929

252-232-3228 Phone
252-232-2141 Fax

RECRUITMENT ANNOUNCEMENT

POSITION: Detention Officer

GRADE: 53.5

BEGINNING SALARY: \$30,169.57

LOCATION OF POSITION: Currituck County Sheriff's Office (Detention Center), 407 Maple Road, Maple, North Carolina

MINIMUM EDUCATION AND EXPERIENCE: Must possess a high school diploma or GED equivalent.

JOB DESCRIPTION: Under general supervision, performs specialized law enforcement work in the care and security of inmates, ensuring security of inmates and jail. Performs all functions necessary for intake, record-keeping and release of inmates. Transports inmates when necessary. Completes activity logs and reports. Employee is subject to the usual hazards of jail management work. Performs other related work as required.

Must be physically able to operate a variety of machinery and equipment, including computers, typewriters, calculators, copiers, restraint devices, etc. Must be able to exert up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 25 pounds of force constantly to move objects. Work may involve walking, standing, running and physical confrontation. Physical demand requirements are for Medium to Heavy work.

SPECIAL JOB REQUIREMENTS: Must have a valid North Carolina driver's license. Must obtain certification as a Detention Officer by the North Carolina Sheriff's Training and Standards Commission within one (1) year of employment. A physical and drug screening is required of finalist applicant.

RECRUITMENT PERIOD: March 27, 2018 – April 3, 2018, at 5:00pm

HOW TO APPLY: SHERIFF'S STANDARDS DIVISION APPLICATION REQUIRED

WHERE TO APPLY: Currituck County Website for Sheriff's Standards Application and Release can be downloaded at <http://www.co.currituck.nc.us/> or

Currituck County Sheriff's Office
407 Maple Road
Maple, North Carolina 27956

North Carolina Department of Commerce
422 McArthur Street
Elizabeth City, North Carolina 27909
Job Referral # NC 10843102

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