



LINN COUNTY SHERIFF'S OFFICE

Tim Mueller, Sheriff
1115 Jackson Street SE
Albany, Oregon 97322
Phone: 541-967-3950, FAX: 541-967-8169

JOB ANNOUNCEMENT

CLASSIFICATION TITLE OF THE JOB: CORRECTIONS OFFICER

Full time position working in the Linn County Jail Facility as a corrections officer. Performs correctional work in the care and custody of prisoners in the Jail.

ESSENTIAL FUNCTIONS OF THE JOB:

- Maintains custody and surveillance of prisoners confined in the Jail.
- Inspects prisoners' quarters; provides routine information concerning prisoner status and office policies and procedures; records court directives.
- Controls public movement within the Jail.
- Prepares reports on prisoners concerning incidents, population counts, social histories; inspects incoming and outgoing mail; operates communications equipment.
- Reviews and evaluates the work of prisoners on work release assignments.
- Processes persons in and out of the Jail, fingerprints, photographs, searches persons being booked in; prepares necessary paperwork and reports; insures release of prisoners in accordance with court orders.
- Performs the basic medical screening of each person entering the Jail.
- Transports prisoners to courts and other locations.
- Sends teletype messages to other law enforcement agencies.
- Other duties as necessary.

QUALIFICATIONS:

Must be a citizen of the United States. Be 21 years of age or older. Be free of any arrest or conviction for any felony; any misdemeanor involving violent behavior; or unlawful use, possession, delivery, or manufacture of a controlled substance, narcotic or dangerous drugs. Be a graduate of high school or G.E.D. examination. Competent and licensed to operate a vehicle in the State of Oregon. Meet Department of Public Safety Standards and Training minimum physical and vision standards.

COMPENSATION: [Click to view pay scale](#)

CLOSING DATE: As posted

HOW TO APPLY: Request preliminary application from the Linn County Sheriff's Office, 1115 Jackson St., SE, Albany, OR 97322. Phone: 541-967-3901, FAX: 541-967-8169. Submit application to the Training Division, Linn County Sheriff's Office. Applications may also be obtained from the Linn County Sheriff's Office home page at <http://www.linnsheriff.org>

LINN COUNTY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

A copy of the job's classification, which provides additional information about the job, can also be obtained at the Linn County Sheriff's Office reception desk.