



## **Detention Officer**

Franklin County Sheriff's Office is recruiting to fill Detention Officer positions within the Detention Center. Employees in this class perform inmate intake, detention care, release, and limited transportation work in accordance with established policies and procedures. Work includes the observation and accompaniment of inmates internal to and external of the detention centers, insurance of proper care, and completion of record-keeping requirements. Employees may be assigned to a work area within the facility and are subject to rotation of work areas and shifts. Patience and firmness are required in frequent contacts with violent, suicidal, and mentally unstable inmates. Work is performed under the direct supervision of the Detention Center Sergeant on the assigned shift and is evaluated through observation.

### **Knowledge, Skills and Abilities**

- Some knowledge of the security, rules, regulations, and procedures of the institution.
- Some knowledge of the practices of modern penology as related to the supervision and care of persons under institutionalized restraint.
- Ability to enforce institutional rules firmly and fairly.
- Ability to detect potential behavior problems of inmates.
- Ability to detect the early symptoms of common health problems.
- Ability to carry out oral and written directions accurately.
- Ability to supervise the activities of large groups of inmates
- Ability to prepare records and reports.
- Ability to establish and maintain effective working relationships with associates.

### **Physical Requirements:**

- This is medium work requiring the exertion of 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects, and some heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects.
- Work requires climbing, balancing, stooping, standing, walking, pushing, pulling, lifting, and grasping.
- Vocal communication is required for conveying detailed or important instructions to others accurately, loudly, or quickly.
- Hearing is required to perceive information at normal spoken word levels.
- Visual acuity is required for visual inspection involving small defects and/or small parts, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities.
- The worker is subject to inside environmental conditions, noise, hazards, and atmospheric conditions.
- The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

### **Duties and Responsibilities:**

- Receives inmates and conducts searches for contraband; completes required intake forms; and secures personal property.
- Acts as a processing officer by maintaining inmate information, verifying the completion of necessary forms; assigning appropriate cell location; determining inmate classification; and maintaining inmate count and cell locations; transports inmates.
- Oversees the security and activities of inmates; supervises meals and cleaning of facilities; distributes personal property; monitors inmates' medical status and takes action when inmates are ill or injured.
- Provides non-confidential inmate information to the public, attorney, and bond personnel; maintains files on inmates; searches incoming property delivered to inmates; verifies visitor acceptance by inmate.
- Releases inmates on bond due to court order or time served; ensures release papers are proper and complete; returns personal property to individual; completes forms providing required documentation of release.
- Supervises cleaning and maintenance of center facilities and fixtures.
- Conducts perimeter checks; monitors surveillance devices for inmate activity and incoming personnel.
- Prepares inmates for transport as needed.
- Assigns tasks to inmate trustees (cleaning, trash removal, etc.); searches them prior to re-entering the dorm area.
- Enforces rules of conduct, security, and labor standards by verbal admonishments for minor deviations or by making verbal or written reports of significant violations or irregularities to supervisors.
- Checks on sanitary conditions, fire and safety hazards such as unsafe tools, electrical cords, lighting conditions, etc.
- Answers questions from inmates, staff, and the general public.

### **Desirable Education and Experience:**

High school diploma and minimal experience working in law enforcement or corrections, or equivalent combination of training and experience.

### **Special Requirement:**

Must possess a valid North Carolina driver's license upon hire.

Must complete Taser training, Pepper Spray training, Firearm training, ASP Baton training, obtain CPR certification and Detention Officer certification within one year of employment.

**Work Location:** Louisburg, NC

**Salary Range:** \$32,895 - \$34,627

**Closing Date:** Open Until Filled. Applications will be reviewed as received.

**Number of Positions:** 6

**How to Apply:** Visit <https://www.franklincountync.us/employment-opportunities/employment-center> to complete an electronic application or to obtain a printable application.

*Franklin County is an Equal Opportunity Employer.*

*The County prohibits discrimination based on race, sex, color, creed, national origin, age or disability.*

*Pre-Employment Drug Screen and Criminal Background Screening are required.*