

**JOB POSTING: County Jailer, Open Until Filled**

The Colorado County Jail is a 99-bed facility located in the City of Columbus, Colorado County Texas. This posting is for open jailer positions in our facility. Starting salary is \$43,456.00/year

**DUTIES AND RESPONSIBILITIES:** Guard inmates in a jail setting in accordance with established policies, regulations and procedures. Observe conduct and behavior of inmates to prevent disturbances and escapes. Inspect locks, cells, ect. for tampering. Search cells for contraband articles. Guard and direct inmates during work assignments. Prepare and submit reports and observations to a supervisor. Officer may be required to physically restrain inmates in order to maintain discipline among other inmates when necessary. Escort and guard inmates in transit to and from medical appointments, in transit between jail and courtroom, and jail and prison, or other points while traveling in an automobile. Prepare and write reports concerning incidences of inmate disturbances or injuries.

General knowledge of computers and basic office equipment. Prepare and serve meals, books, mail and property to inmates. Maintain facility in a clean and orderly manner. Aids in the dispensing of medications. Ability to lift a minimum of 40 lbs, and harness and function with a Scott Air-Pack.

**HIRING PROCESS:** Basic requirements to qualify for licensure as a Jailer in Texas: Citizen of the United States of America. Earned a high school diploma or a GED. Have never been convicted, pled guilty, nor have been on court-ordered community service/probation or deferred adjudication for a Class "A" misdemeanor or a felony. During the last 10 years, have not been convicted, pled guilty, been on community service/probation or deferred adjudication for a class "B" misdemeanor in this state, other state, or while serving in the military. Have never had a military court martial that resulted in a dishonorable or bad conduct discharge. Must possess a valid Texas Driver's License at the time of hiring for the position. Our hiring process includes the following steps: Criminal History review, Oral Interview, Review of personal History, Statement and Documents. Physical Examination, Drug Screen, Psychological Examination and Background investigation. Unlicensed jailers shall complete the basic TCOLE Jailer's course within one year of employment.

The Colorado County Sheriff's Office is an equal opportunity employer. Application form is available on the agency web site <https://www.co.colorado.tx.us>

The Colorado County Sheriff's Office appreciates your interest, and you may contact our agency by contacting:

Captain Chris Vanicek, Jail Administrator at (979) 732-2388 ext. 236.