



Posted: 01/02/08  
Revised: 04/28/08

## **JOB OPPORTUNITY #: 294-1255**

### **CORRECTIONS OFFICER**

### **SHERIFF'S DEPARTMENT**

**Responsibilities:** Ensuring the care and safety necessary within the detention facility.

**Status:** Full Time

**Working hours:** 6:00 a.m. to 6:00 p.m. OR 6:00 p.m. to 6:00 a.m. *Must be able to work either shift at the department's discretion and have marked both shifts on the application in order to be considered.*

**Qualifications:** High School Diploma, or equivalent; 20 years of age or older; applicant must possess a clear criminal record, excluding traffic violations; no marijuana use or possession in the past 3 years, and no other illegal drug use or possession in the past 10 years; vision acuity of 20/200 and correctable to 20/20 in both eyes; must possess a valid Operator's license at time of application and a valid Missouri Operator's license at time of appointment. *Prefer previous criminal justice experience.* Successful individuals must be able to meet the strenuous physical demands of detention facility management, operate keyboard equipment, enunciate with radio traffic, and exhibit exceptional verbal and written communication skills. Applicants must pass a pre-employment drug screen. Must have a current typing test with a minimum net score of 35 wpm on file with the Boone County Human Resources Department. Qualified females are encouraged to apply in order to maintain a required female officer to inmate ratio.

**Salary:** \$28,548.00 Starting Salary; increased to \$30,134.00 after 6 months of continuous employment; increased to \$31,720.00 after one year of continuous employment. Additional \$.40 per hour shift differential.

**Deadline for Application:** Applications will be accepted until the posting is removed.

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If outside of the Columbia area, typing tests may be taken at the nearest local employment security office. Apply online at [www.showmeboone.com](http://www.showmeboone.com) or in person at the Human Resources Department, 601 E. Walnut, Room 211, Johnson Building, 2nd Floor, Columbia, MO 65201, or call (573) 886-4395 if you have questions. Please call in advance if special accommodations are required in order to apply. Benefits include 100% County paid medical and dental employee insurance premium, pre-tax savings program, 2 weeks vacation, 12 paid holidays, matching deferred compensation plan and retirement plans. To see a complete list of posted positions, submit an online application or to download the application, log on to [www.showmeboone.com](http://www.showmeboone.com).

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