
**JUSTICE CABINET DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

For more information about the Department of Corrections visit:
<http://corrections.ky.gov>. To inquire information on job postings contact:
DOC.Recruit@ky.gov or (502) 564- 4636.

August 12, 2016

Recurring Positions:

**CORRECTIONAL OFFICER- (Bell, Boyle, Elliott, Fayette, Lyon, Morgan,
Muhlenberg, Oldham, & Shelby counties) –Grade 9-(\$2500)**

MIN. REQUIREMENTS: High School or GED. Must be 21 years of age.

**ADMINISTRATIVE SECRETARY—(Lyon County —Kentucky State Penitentiary)—
Grade 10—(\$2139.80 - \$2834.88) MIN REQ:** High school graduate. Must have 4 years of office support experience. Additional education will sub for the required experience on a year-for-year basis. Office support experience will sub for the required education on a year-for-year basis.

**ADMINISTRATIVE SPECIALIST I – (Shelby County – Kentucky Correctional
Institution for Women) Grade 9 – (\$1945.50 - \$2577.30) MINIMUM
REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Administrative, business, research or clerical experience will substitute for the required education on a year-for-year basis.

**CORRECTIONAL SERGEANT— (Boyle County – Northpoint Training Center) Grade
10—(\$2650.00 - \$2834.88) MIN REQUIREMENTS:** High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

**CORRECTIONS RECREATION LEADER—(Lyon County— Kentucky State
Penitentiary)—Grade 12—(\$2589.26 - \$3430.10) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Experience in planned recreation, physical education or related activities will substitute for the required education on a year-for-year basis

**LOCKSMITH II – (Muhlenberg County – Green River Correctional Complex) - Grade
10 (\$2139.80-\$2834.88) MINIMUM REQUIREMENTS:** High school graduate. Must have three years of experience in the installation and repair of locks. Additional experience in the installation and repair of locks will substitute for the required education on a year-for-year basis

**PROBATION AND PAROLE INVESTIGATOR-(Adair County—Probation and Parole)
GRADE: 12 – (\$2427.44 - \$3215.72) MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be twenty-one years of age.

**PROBATION AND PAROLE OFFICER- (Boyd County—Probation & Parole) - GRADE: 12
– (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

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(continued)**

August 17, 2016

PROBATION AND PAROLE OFFICER- TWO POSITIONS: (Jefferson County–Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

PROBATION AND PAROLE OFFICER- (Hardin County–Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

PLUMBER LICENSED SUPERVISOR—(Lyon County— Kentucky State Penitentiary) Grade 12—(\$2589.26 - \$3430.10) MINIMUM REQUIREMENTS: Must be licensed as a master plumber by the Department of Housing, Buildings and Construction.

**PERSONNEL CABINET
STATE OFFICE BUILDING, 1ST FLOOR
501 HIGH STREET
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

To receive more information including how to apply for jobs, please visit <http://Careers.KY.GOV> For questions regarding Applications, Counseling, or Registers, please call Personnel Cabinet, (502) 564-8030.

****IMPORTANT****

The Department of Corrections is not liable for the aforementioned information.