

Adult Corrections Officers

Grant County Sheriff's Office

The Grant County Sheriff's Office is accepting applications for Adult Corrections Officers.

Correctional Officer Definition:

Correctional Officers working in the jail oversee inmates who have been sentenced to Jail time and/or those awaiting trial. Our job is to ensure the inmates are safe, secure, and supervised. We do this by enforcing the rules and regulations of the facility.

Correctional Officer Duties and Responsibilities:

Correctional Officer Responsibilities primarily revolve around the safety, security, and management of the inmates. These officers must make sure that the inmates cannot escape, harm themselves or others, and obey the rules of the jail. Specific duties for the correctional officers may include, but are not limited to:

- Book and process incoming and outgoing inmates
- Maintaining order among inmates
- Overseeing inmate activities
- Making sure facilities meet safety and security requirements
- Searching for contraband
- Restraining inmates
- Escorting inmates to different locations
- Write detailed and accurate reports

Correctional Officer Requirements:

Correctional officers must be alert, decisive, and have good judgement. You must be able to react in a calm and collected manner in emergency situations. Applicants must be at least 18 years old, have a valid driver's license, a high school diploma or high school equivalent (HSE), and pass the following:

- Testing at Work One
- Background Check
- Polygraph Examination
- Drug Screen
- Oral Interview

Interested applicants must report to Work One for testing prior to picking up an application at the Sheriff's Administrative Office.