

POSITION: FEMALE - DETENTION OFFICER

DEPARTMENT: BUTLER COUNTY DETENTION CENTER

STATUS: FULL-TIME NON-EXEMPT

SALARY: Starting at \$22/hour

A detention officer is an employee appointed to perform duties within the Butler County Jail. A detention officer is responsible for the efficient performance of required duties conforming to policies and procedures contained herein. The duties shall include, but are not limited to, being responsible for the overall cleanliness of the jail, which includes sweeping, mopping floors, vacuuming, and dusting, washing windows, and doing laundry. The detention officer will also be responsible for the overall supervision of inmates, all admissions procedures, computerized data processing, collecting personal property and seeing that all jail information is collected and placed in an inmate's file. Detention officers shall issue necessary jail clothing, bedding and classify inmates for proper housing and placement in the correction facility. shall be responsible for dispensing medications, conducting regular jail checks to ensure the safety and well-being of each inmate, serve meals and provide basic care, custody, and control of all aspect of jail operations.

The Butler County Detention Center is taking applications for the position of a female Detention Officer.

Previous experience preferred but not required.

Must be at least 19 years of age. Must possess a valid operator's license, and willing to work various shifts that may include nights, weekends, and holidays.

This position is subject to Veteran's Preference as required by Nebraska law. Butler County is an EOE and invites applicants with disabilities to make known to the Human Resources Director any necessary accommodations in the application process.

Interested persons should contact the Human Resources Office to obtain an application and return the completed application along with a cover letter and optional resume' to Heidi Loges, Human Resources Director, 3190 N Rd., Suite 1, David City NE 68632. 402-367-7497, or email to hloges@butlercountyne.gov.

Applications will be accepted until position is filled. Applications may also be obtained from the following: <https://butlercountyne.gov/webpages/employment/employment.html>