

Job Overview

Department	Platte County Sheriff's Office
Type	Entry Level Corrections Civilian
Job Title	CIVILIAN CORRECTIONS OFFICER
Salary	\$45,000 to 57,071 (Lateral adjustment available)
Deadline	Aug 31, 2022 11:59 PM Eastern
Contact	nathanpettijohn@plattesherriff.org
Location	Platte City, MO

Apply through PublicSafetyApp:

<https://www.publicsafetyapp.com/Entry-Level-Platte-County-Sheriffs-Office-MO-Police-Officer-Jobs/3839/>

PLATTE COUNTY SHERIFF' OFFICE NOW HIRING CIVILIAN CORRECTIONS OFFICERS

GENERAL DUTIES – CIVILIAN CORRECTIONS OFFICER

The Platte County Sheriff's Office operates a 180-bed correctional facility located in Platte City. Civilian Corrections Officers are primarily responsible for providing the safety, security, supervision, and care of all inmates in the custody of the Platte County Sheriff's Office. Civilian Corrections Officers monitor the activity of all visitors and employees on the premises to ensure that the safety and welfare of everyone is adequately maintained and are responsible for maintaining security throughout the detention facility from assigned control centers.

Work involves controlling inmate movement through the operations of switches to security doors, monitoring inmate activity/movement directly from the control center or using security cameras; communicating with inmates by way of an intercom system and/or written communications; and the activation of the alarm system during emergency situations. No prior experience is necessary as this work follows established procedures with instruction/training being given on initial employment.

An employee in this position regularly assists other personnel within the Sheriff's Office and other law enforcement agencies/officers. These individuals strive to accomplish the mission of the Platte County Sheriff's Office in each duty performed. Work is performed under general supervision within established policies and procedures; however, a high degree of independent judgment is regularly required.

SALARY AND BENEFITS

The Platte County Sheriff's Office offers a starting annual base salary of \$45,000 with excellent benefits:

- Twelve (12) annual paid holidays
- Six (6) paid vacation days during your first twelve months, increases to Twelve (12) days after 12 months of service. Future increases as scheduled by years of service.
- Paid Overtime
- Two (2) retirement plans (LAGERS L-12 and CERF)
- Deferred Compensation Program with employer matching
- Four (4) Medical Plan Options (Blue Cross and Blue Shield)
- Life Insurance
- Dental Insurance (Delta)
- Required Uniforms and Equipment Provided – Uniform Maintenance Allowance after first 12-months of service.
- Lateral Pay for Experienced Officers
- Paid Military Leave
- Tuition Reimbursement Program
- VA/OTJ Programs for qualified veterans

ADVANCED OPPORTUNITIES

- Crisis Negotiations Team (CNT)
- Special Vehicle Unit (SVU)
- Defense Tactics and Weapons Training Unit

ABOUT PLATTE COUNTY MISSOURI

Platte County is located in beautiful northwestern Missouri and is part of the greater Kansas City metropolitan area. Platte County is approximately 427 square miles in size and has a population of approximately 107,000. Along with the unincorporated areas, Platte County also contains the communities of Parkville, Riverside, Platte City, Weston, as well as parts of the City of Kansas City. Platte County is home to the Kansas City International Airport (KCI) and contains 3 major interstate highways. Platte County is one of Missouri's fastest growing counties for both residential and commercial development while still having top rated school districts.

MINIMUM QUALIFICATIONS

- Must be 18 years of age and a U. S. citizen or lawfully authorized alien worker.
- Must have a high school diploma or GED.
- Must Possess a valid Driver's License.
- Must not have been convicted of any felony offense, domestic violence crimes, or other crimes that would make the applicant unsuitable for employment.
- Must be willing and able to perform all the tasks required of the job for which you are applying.
- Must be willing to have a criminal history and driver's license check performed annually, at a minimum, and more frequently if needed.
- Must successfully complete an extensive background investigation and drug screen test.
- Must successfully complete all pre-employment interviews and tests.

HIRING PROCESS

The Platte County Sheriff's Office applicant screening process consists of the following steps:

- Employment Application
- Personal History Questionnaire
- Written Testing
- Truth-Verification Examination (CVSA)
- Oral Board Interview
- Extensive Background Investigation
- Medical Examination
- Drug Screening.

Please direct questions regarding this position to nathanpettijohn@plattesheriff.org