



CATTARAUGUS COUNTY CIVIL SERVICE

HUMAN RESOURCES DEPARTMENT

303 Court Street * Little Valley, NY 14755 * (716) 938-2281 * FAX (716)938-2759

John R. Searles, Personnel Officer

Kristine M. Phinney, Deputy Personnel Officer

CORRECTION OFFICER (Part-time)

Vacancies: There are immediate openings within the Sheriff's Office for part-time positions.

Residency: Preference in appointment may be given to candidates who have been a resident of Cattaraugus County.

Salary: \$25.29 per hour (Sheriff's Office Employees Unit, Grade 23)

Duties: This is responsible work involving the performance of a variety of duties in connection with the safe and efficient operation of the County Correction Facility. An incumbent guards and attends to the care, well-being, and discipline of jail inmates. Supervision is received from a higher-ranking Sheriff's Department employee with leeway provided for use of independent judgement and initiative when the occasion demands. A Correction Officer does related work as required.

Minimum Qualifications:

Graduation from high school or possession of a high school equivalency diploma.

SPECIAL REQUIREMENTS:

- 1) At the time candidates are being considered for appointment they must meet physical/medical standards. In accordance with state laws, a Correction Officer is a peace officer and must be qualified to hold such office. Permanent appointments to this class are subject to satisfactorily completing training standards prescribed by the State Commission of Correction.
- 2) At time of appointment, must possess and maintain a valid Driver's License to operate a motor vehicle in New York State.

For more information, please contact **Jail Superintendent Amy George** at The Cattaraugus County Sheriff's Office, Jail Division at **716-938-2237**.

Apply online or send applications to:

Cattaraugus County Human Resources
Attention: Civil Service
303 Court Street
Little Valley, NY 14755