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

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**The jobs listed below are posted on the Kentucky Personnel Cabinet's web site,  
which can be accessed at: [www.personnel.ky.gov](http://www.personnel.ky.gov)**

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**August 27, 2012**

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**ACCOUNTANT III — (Oldham Co. — Ky. State Reformatory)— Grade 10—(\$2006.08 – \$2657.70) MINIMUM REQUIREMENTS:** High school graduate. Must have four years of accounting, bookkeeping or fiscal clerical experience. Training in accounting, business administration, business education, office administration or a related field will substitute for the required experience on a year-for-year basis. Accounting, bookkeeping or fiscal clerical experience will substitute for the required education on a year-for-year basis.

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**ADMINISTRATIVE SPECIALIST III—(Oldham Co. – Ky. State Reformatory)—Grade 12—(\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have three years of professional, administrative or business experience. Additional education will substitute for the required experience on a year-for-year basis. Additional administrative, business, research and/or clerical experience will substitute for the required education on a year-for-year basis.

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**CERTIFIED PSYCHOLOGIST/PSYCHOLOGICAL ASSOCIATE/LICENSED PSYCHOLOGICAL PRACTITIONER II – (Fayette County –Blackburn Correctional Complex) – Grade 15 – (\$3230.84 - \$4280.10) MINIMUM REQUIREMENTS:** Must have three years of experience as a Certified Psychologist/Psychological Associate or Licensed Psychological Practitioner or its equivalent as determined by the Kentucky Board of Examiners of Psychology. Must be certified or be permitted to practice psychology on a temporary basis by the Kentucky Board of Examiners of Psychology as a Certified Psychologist, Psychological Associate or Licensed Psychological Practitioners.

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**CLASSIFICATION & TREATMENT OFFICER I—(Oldham Co. —Luther Lockett Correctional Complex) —Grade 12—(\$2427.44 - \$3215.72) MIN REQUIREMENTS:** Graduate of a college or university with a bachelor's degree.

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**CLASSIFICATION & TREATMENT OFFICER I—(Lyon Co. – Ky. State Penitentiary) — Grade 12—(\$2427.44 - \$3215.72) MIN REQUIREMENTS:** Graduate of a college or university with a bachelor's degree.

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**CORRECTIONAL LIEUTENANT— (Oldham Co. –Ky. State Reformatory) 3 POSITIONS —Grade 11—(\$2354.04 - \$3118.28) MINIMUM REQUIREMENTS:** High school graduate. Must have two years 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 substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for one year of the required non-supervisory experience. Must be 21 years of age.

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**CORRECTIONAL SERGEANT—(Oldham Co. — Ky. State Reformatory) 2 POSITIONS — Grade 10—(\$2139.80 - \$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

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(continued)**

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August 27, 2012

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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 21years of age.

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**CORRECTIONAL SERGEANT—(Oldham Co. — Roederer Correctional Complex)—**Grade 10—(\$2139.80 - \$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 21years of age.

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**CORRECTIONAL SERGEANT—(Muhlenberg Co. — Green River Correctional Complex)—**Grade 10—(\$2139.80 - \$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 21years of age.

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**CORRECTIONS UNIT ADMINISTRATOR I—(Shelby Co. —Ky. Correctional Institution for Women)—**Grade 13—(\$2670.20 - \$3554.70) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have 2 years of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. A master's degree in corrections, criminal justice, law enforcement, social work, sociology, counseling and guidance or a related field will substitute for 1 year of the required experience. Additional experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders will substitute for the education on a year-for-year basis.

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**DEPUTY WARDEN —(Lyon Co.—Western Ky Correctional Complex)—**Grade 17—(\$3908.94 - \$5178.72) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have four years of administrative experience in corrections or law enforcement and two years of experience in the supervision of employees. A master's degree will substitute for one year of the correctional administrative or related experience. Additional administrative experience in corrections, law enforcement or a related field will substitute for the education on a year-for-year basis.

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**FISCAL MANAGER — (Oldham Co. — Ky. State Reformatory) —** Grade 15 – (\$3230.84-\$4280.10) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree in accounting, business administration, public administration, or a related field. Must have two years of professional accounting, business administration, public administration, or related experience. Graduate study in one of the above or related fields will substitute for the

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August 27, 2012

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experience on a year-for-year basis. Additional experience in one of the above or related fields will substitute for the education on a year-for-year basis.

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**INSTITUTIONAL RECREATION PROGRAM SUPERVISOR – (Oldham Co. – Ky State Reformatory) – Grade 14 – (\$2937.20 - \$3890.90) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree in recreation, physical education, special education or a related field. Must have three years of experience in recreation, physical education, special education or a related field. A master's degree in recreation, special education, physical education or a related field will substitute for one year of the required experience. Experience in planning recreation, physical education, special education or a related field will substitute for the required college on a year-for-year basis.

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**INSTITUTIONAL RECREATION LEADER I – (Oldham Co. – Ky. State Reformatory) Grade 11—(\$2206.92 - \$2923.38) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree in recreation, physical education, special education or a related field. Experience in planned recreation, physical education, special education or a related field will substitute for the required college on a year-for-year basis.

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**NETWORK ANALYST I—(Franklin Co – Central Office/IT) TWO POSITIONS—Grade 12—(\$2427.44 - \$3215.72) MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree, OR, graduate of a college or university with an associate's degree in electrical engineering. Related technical or vocational training will sub for the bachelor's degree requirement on a year for year basis. Experience in computer programming, systems analysis, systems support, network technician services or production support will substitute for the bachelor's degree requirement on a year for year basis.

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**MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN II—(Muhlenberg County—Green River Correctional Complex)—Grade 9—(\$1823.90 - \$2416.22) MINIMUM REQUIREMENTS:** Must have three years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in one of the above or related fields will substitute for the experience on a year-for-year basis.

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**MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN III—(Muhlenberg County—Green River Correctional Complex)—Grade 10—(\$2006.08-\$2657.70) MINIMUM REQUIREMENTS:** High school graduate. Must have 4 years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in 1 of the above or related fields will sub for the experience on a year-for-year basis. Experience in 1 of the above or related fields will sub for the education on a year-for-year basis.

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**OFFENDER INFORMATION SUPERVISOR—(Lyon Co – Western Ky Correctional Complex)** Grade 13—(\$2670.20-\$3554.70) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have 2 years of experience in management, administration, legal, paralegal, or offender records. Administrative, management, legal, paralegal or offender records experience will substitute for the education on a year-for-year basis.

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**OFFICE SUPPORT ASSISTANT II—(Jefferson Co. – Probation & Parole)—Grade 8—(\$1658.16 - \$2196.52) MINIMUM REQUIREMENTS:** High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

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**OFFICE SUPPORT ASSISTANT II—(Pike County – Probation & Parole)—Grade 8—(\$1658.16 - \$2196.52) MINIMUM REQUIREMENTS:** High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

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

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

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**PROBATION AND PAROLE OFFICER I-(Jefferson Co.-Probation & Parole) 2 POSITIONS - 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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**PROBATION AND PAROLE OFFICER I-(Grayson Co.-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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**PROBATION AND PAROLE OFFICER I-(McCracken Co.-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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**PROBATION AND PAROLE OFFICER I-(Whitley Co.-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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**PERSONNEL CABINET  
STATE OFFICE BUILDING, 1<sup>ST</sup> 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 get more information about the Career Opportunities System including how to apply for jobs, please visit <http://www.personnel.ky.gov/employment/>. For questions regarding Applications, Counseling, Testing, or Registers, please call Personnel Cabinet, (502) 564-8030.**

**\*\*IMPORTANT\*\***

**The Department of Corrections is not liable for the aforementioned information. This listing is provided to departmental employees as a courtesy. For official information of availability, grade and salary information, and minimum requirements, please visit the Personnel Cabinet website at [www.personnel.ky.gov](http://www.personnel.ky.gov).**