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

The jobs listed below are posted on the Kentucky Personnel Cabinet's web site,
which can be accessed at: www.personnel.ky.gov

December 17, 2012

BOILER OPERATOR SUPERVISOR—(Oldham County —KY State Reformatory)—Grade 11—(\$2206.92 - \$2923.38) MINIMUM REQUIREMENTS: Must have four years of experience in boiler operations.

CORRECTIONS EDUCATION SPECIALIST I- Adult Education - (Oldham County-KY State Reformatory) Grade 12—(\$2427.44 - \$3215.72) MIN. REQUIREMENTS: Graduate of a college or university with a bachelor's degree in education (academic or vocational) An associate degree with 3 years of trade-related experience will substitute for the bachelor's degree.

CORRECTIONAL LIEUTENANT—(Oldham Co. —Luther Luckett Correctional Complex)—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 twenty-one years of age.

CORRECTIONS PROGRAM ADMINISTRATOR—(Franklin Co. —Central Office)—Grade 15—(\$3230.84 - \$4280.10) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 4 years of professional experience in corrections, juvenile justice, criminal justice, law enforcement, recreation, academic or vocational education, health services or education, dietary or food management, construction project management, social work dealing with the rehabilitation of the offender or related field. A master's degree will substitute for 1 year of the required experience.

CORRECTIONAL SERGEANT—2 Positions—(Boyle Co. —Northpoint Training Center)—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.

CORRECTIONS TRAINING INSTRUCTOR/COORDINATOR I—Oldham Co. — KY State Reformatory)—Grade 13—(\$2670.20 - \$3554.70) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have two of years experience in corrections. Graduate study in corrections, justice administration or law will substitute for the required experience on a year-for-year basis. Experience in corrections will substitute for the required college on a year-for-year basis.

**JUSTICE CABINET
DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
(continued)**

December 17, 2012

H R SPECIALIST II—(Oldham Co. — KY State Reformatory)—Grade 11—(\$2206.92 - \$2923.38) MIN. REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 1 year of professional experience in personnel programs, business administration, public administration, research, statistics or a related field. Additional professional experience in the above fields will substitute for the required education on a year-for-year basis.

INTERNAL POLICY ANALYST II – (Franklin County –Central Office/Admin. Services) – Grade 14 – (\$2937.20 - \$3890.90) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 3 years of professional experience in management, administration, statistical analysis, accounting, auditing, planning or a related field. A master's degree in public or business administration, statistics, planning, accounting, economics or a related field will substitute for one year of the required experience. Professional experience in management, administration, statistical analysis, accounting, auditing or a related field will substitute for the required education on a year-for-year basis.

MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN III—(Boyle Co. — Northpoint Training Center)—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.

OFFENDER INFORMATION SUPERVISOR—(Franklin Co.— Central Office/Offender Information Services) 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.

PROBATION AND PAROLE OFFICER I-5 Positions-(Jefferson 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.

PROBATION AND PAROLE OFFICER I-(Pulaski 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.

PROBATION AND PAROLE OFFICER IV—(Jefferson Co.—Div. of Probation & Parole)—Grade 14—(\$2937.20 - \$3890.90) MIN REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 2 years of professional experience in probation work and/or parole work. Graduate study in law enforcement, corrections, behavioral sciences or a closely related field will substitute for the experience on a year-for-year basis. Must be 21 years of age.

**JUSTICE CABINET
DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
(continued)**

December 17, 2012

PROPERTY OFFICER II—(Boyle County—Northpoint Training Center)—Grade 10—(\$2006.08 - \$2657.70) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 1 year of experience in the inventory, control, sales or disposal, or acquisition of property or a related field. Additional experience in the above or related fields will substitute for the education on a year-for-year basis.

SOCIAL SERVICE CLINICIAN I—(Oldham Co.—KY State Reformatory) Grade 14—(\$2937.20 - \$3890.90) MINIMUM REQUIREMENTS: A master's degree in social work, sociology, psychology or a related field. Must have one year of professional social work experience. A bachelor's degree supplemented by 2 years of professional social work experience will substitute for the required master's degree.

STAFF ATTORNEY III—(Franklin County—Division of Parole and Victim Services)
GRADE: 17 - \$3908.94 - \$5178.72 **MINIMUM REQUIREMENTS: EDUCATION:** See Special Requirements. **EXPERIENCE:** Must have two years experience in the practice of law. **EDUCATION:** A Master of Law degree will substitute for one year of the required experience. **SPECIAL REQUIREMENTS:** Must be licensed to practice law in the Commonwealth of Kentucky or comply with SCR 2.111 Limited certification of admission to practice or SCR 2.112 Attorney participants in defender or legal services programs. Must maintain current license to practice law in the Commonwealth of Kentucky or continue to comply with SCR 2.111 Limited certification of admission to practice or SCR 2.112 Attorney participants in defender or legal services programs for the length of employment in this classification.

**PERSONNEL CABINET
STATE OFFICE BUILDING, 1ST 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.