

---

**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](http://www.personnel.ky.gov)

---

**November 1, 2013**

---

**CLASSIFICATION & TREATMENT OFFICER I—(Shelby Co. —KY Correctional Institution for Women)—Grade 12—(\$2427.44 - \$3215.72) MIN REQUIREMENTS:** Graduate of a college or university with a bachelor's degree.

---

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

---

**CORRECTIONS EDUCATION SPECIALIST I—FFTL—Part Time—(Morgan Co- Eastern KY Correctional Complex) Grade 12—(\$2427.44 - \$3215.72) MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree in education (academic or voc.) An associate degree with 3 years of trade-related experience will substitute for the bachelor's degree.

---

**CORRECTIONS PROGRAM ADMINISTRATOR—(Oldham Co. —Luther Lockett Correctional Complex)—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—(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 21 years of age.

---

**CORRECTIONAL SERGEANT—(Oldham Co. —Luther Lockett 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 21 years of age.

---

**DEPUTY WARDEN—(Lyon Co. —KY State Penitentiary)—Grade 17—(\$3908.94 - \$5178.72) MIN REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have 4 years of administrative experience in corrections or law enforcement and 2 years of experience in the supervision of employees. A master's degree will substitute for 1 year of the correctional admin or related experience. Additional admin experience in corrections, law enforcement or a related field will substitute for the education on a year-for-year basis.

---

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

---

November 1, 2013

---

**ELECTRICIAN LICENSED COORDINATOR-(Oldham County- KY State Reformatory)**

Grade 11- \$2206.92 - \$2923.38 **MINIMUM REQUIREMENTS:** : Must have one year of experience as an electrician assistant or a licensed electrician in addition to the experience required for licensure. Must be licensed as a Master Electrician or as an Electrician by the Kentucky Department of Housing, Buildings and Construction.

---

**JAIL SERVICES SPECIALIST-(McCracken Co.-Local Facilities) - Grade 14-(\$2937.20-\$3890.90) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have three years experience in corrections, criminal justice, law enforcement or a related field.

---

**Offender Information Administrator-(Franklin Co.— Central Office )—Grade 15—(\$3230.84 - \$4280.10) MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have 3 years of experience in management, administration, legal, paralegal or offender information two years of which must be in offender information administration. Administrative, management, legal, paralegal or offender records experience will substitute for the required education on a year-for-year basis.

---

**OFFICE SUPPORT ASSISTANT II—(Calloway Co. – Div. of 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.

---

**OFFICE SUPPORT ASSISTANT II—(Fayette Co. – Div. of 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.

---

**OFFICE SUPPORT ASSISTANT II—(Garrard Co. – Div. of 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.

---

**OFFICE SUPPORT ASSISTANT II—2 Positions-(Warren Co. – Div. of 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.

---

**PROBATION AND PAROLE OFFICER- (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- (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.

---

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

---

November 1, 2013

---

**PROBATION AND PAROLE OFFICER IV—(Letcher 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.

---

**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).**