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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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**April 12, 2013**

**CERTIFIED PSYCHOLOGIST/PSYCH ASSOC/LIC PSYCH PRAC I—(Elliott County/Div. of Mental Health/Little Sandy Correctional Complex)—Grade 14—(\$2937.20 - \$3890.90)**

**MINIMUM REQUIREMENTS:** 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 Practitioner.

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**CLASSIFICATION & TREATMENT OFFICER I—(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.

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**CORRECTIONS EDUCATION SPECIALIST I- 2 Positions- (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 in education (academic or voc.) An associate degree with 3 years of trade-related experience will substitute for the bachelor's degree.

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**CORRECTIONAL SERGEANT—2 Positions-(Shelby Co. —KY Correctional Institution for Women)—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.

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**NURSE SERVICE ADMINISTRATOR – (Lyon County – Western KY Correctional Complex) – Grade 17 – (\$3908.94 - \$5178.72) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree in Nursing. Must have four years experience as a Registered Nurse. A master's degree in Nursing will substitute for one year of the required experience. Experience as a Registered Nurse will substitute for the required education on a year-for-year basis. Must be licensed in Kentucky as a registered nurse or possess a valid work permit issued by the Kentucky Board of Nursing.

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**OFFENDER INFORMATION SPECIALIST I—(Franklin County—Off Info/Central Office)—Grade 11—(\$2206.92 - \$2923.38) MIN. REQUIREMENTS:** Grad. of a college or university with a bachelor's degree. Admin., legal, paralegal, or offender records work experience will substitute for the required education on a year-for-year basis.

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**OFFENDER INFORMATION SPECIALIST I—(Shelby County—KY Correctional Institution for Women)—Grade 11—(\$2206.92 - \$2923.38) MIN. REQUIREMENTS:** Grad. of a college or university with a bachelor's degree. Admin., legal, paralegal, or offender records work experience will substitute for the required education on a year-for-year basis.

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**OFFICE SUPPORT ASSISTANT II—(Lyon Co. — KY State Penitentiary)—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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**JUSTICE CABINET  
DEPARTMENT OF CORRECTIONS  
JOB OPPORTUNITY ANNOUNCEMENT  
(continued)**

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April 15, 2013

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**OFFICE SUPPORT ASSISTANT II—(Boyd 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.

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**OFFICE SUPPORT ASSISTANT II—(Franklin 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.

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**OFFICE SUPPORT ASSISTANT II—(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.

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**POSTAL TECHNICIAN II—(Oldham County—KY State Reformatory)—Grade 10—(\$2006.08 - \$2657.70) MINIMUM REQUIREMENTS:** High school graduate. Must have two years of postal experience. Additional education will substitute for one year of the required experience. Must have a valid driver's license.

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**PSYCHOLOGIST LICENSED I—(Shelby County—Div. of Mental Health/KY Correctional Institution for Women)—Grade 16—(\$3553.88 - \$4707.96) MINIMUM REQUIREMENTS:** Must be a Licensed Psychologist or be permitted to practice psychology on a temporary basis by the Kentucky Board of Examiners of Psychology.

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**PSYCHOLOGIST LICENSED I—2 Positions—(Oldham County—Div. of Mental Health/Roederer Correctional Complex)—Grade 16—(\$3553.88 - \$4707.96) MINIMUM REQUIREMENTS:** Must be a Licensed Psychologist or be permitted to practice psychology on a temporary basis by the Kentucky Board of Examiners of Psychology.

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**PSYCHOLOGIST LICENSED PROGRAM ADMINISTRATOR—(Shelby County—Div. of Mental Health/KY Correctional Institution for Women)—Grade 18—(\$4161.80 - \$5513.30) MINIMUM REQUIREMENTS:** Must have four years of experience as a Licensed Psychologist or its equivalent as determined by the Kentucky Board of Examiners of Psychology. Must be a Licensed Psychologist or be permitted to practice psychology on a temporary basis by the Kentucky Board of Examiners of Psychology.

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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).**