
**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

August 9, 2013

ACCOUNTANT IV—(Oldham County—KY State Reformatory)—Grade 11—(\$2206.92 - \$2923.38) **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.

ADMINISTRATIVE BRANCH MANAGER—(Franklin County—Central Office/Off Info Services)—Grade 16—(\$3553.88 - \$4707.96) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have five years of professional administrative experience. A master's degree in public or business administration or a related field will substitute for one year of the required experience. Additional administrative or research experience will substitute for the required education on a year-for-year basis.

CERTIFIED PSYCHOLOGIST/PSYCH ASSOC/LIC PSYCH PRAC I—(Morgan County/Div. of Mental Health/Eastern KY 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.

CORRECTIONAL LIEUTENANT—2 Positions—(Oldham Co. —KY State Reformatory)—Grade 11—(\$2354.04 - \$3118.28) **MIN REQUIREMENTS:** High school graduate. Must have 2 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 6 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 1 year of the required non-supervisory experience. Must be 21 years of age.

CORRECTIONAL SERGEANT—(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 sub for 1 year of required experience. Must be 21 years of age.

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 sub for 1 year of required experience. Must be 21 years of age.

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

August 9, 2013

CORRECTIONAL SERGEANT—(Oldham Co. —KY State Reformatory)—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.

CORRECTIONS PROGRAM ADMINISTRATOR—(Oldham Co. —Mental Health/ Substance Abuse Programming)—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.

CORRECTIONS UNIT ADMINISTRATOR I—(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 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.

OFFICE SUPPORT ASSISTANT II—(Boyle Co. —Northpoint Training Center)—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 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.

PROBATION AND PAROLE INVESTIGATOR-(Fayette 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.

PROBATION AND PAROLE OFFICER- (Fayette 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- (Hardin 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)**

August 9, 2013

PROBATION AND PAROLE OFFICER- (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.

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.

SOCIAL SERVICE CLINICIAN I—(Boyle Co.—Northpoint Training Center) 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.

**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.