



# COUNTY OF LEBANON

## Job Announcement

Posting Date: August 30, 2024

<b>Position:</b>	Sergeant
<b>Department:</b>	Lebanon County Correctional Facility 730 E Walnut Street Lebanon PA 17042
<b>Available:</b>	Immediately
<b>Bargaining Unit:</b>	NONE
<b>Hours:</b>	12:00am to 8:00am Shift
<b>Pay Grade:</b>	15-1
<b>Salary Range:</b>	\$2,034.8307 Bi-weekly
<b>Full-Time employee Benefits:</b>	*Paid health, Vision, Prescription, and Dental insurance *Paid Life insurance *Paid Holidays *Paid-time-off *Pension retirement plan <i>Voluntary benefits available:</i> *Deferred Compensation plan, Whole Life, Short Term Disability, Critical Illness, Accident, Cancer and Pet insurance plans available

**A County of Lebanon Application must be completed for consideration for this position.** Resume is recommended, however, is optional unless otherwise stated below.

➤ **Applications will be accepted through OPEN**

### **BRIEF DESCRIPTION OF DUTIES AND QUALIFICATIONS:**

The primary purpose of this position is an administrative and supervisory role in care, custody and control in a correctional setting. An employee who can provide non-professional counseling to de-escalate situations, ability to observe officers' and inmates' activities during an assigned shift and take immediate action in cases of serious irregularities. Employee regulates the work of detail officers in a geographical area and supervises the work of correctional officers in controlling the movement of inmates within the institution and in observing of other correctional activities. Assists in investigations, makes periodic evaluations of subordinates under his/her supervision. Sergeants also assume sole authority and responsibility for the institutional facility operation on an assigned shift in the absence of an administrative superior.

### **MINIMUM EXPERIENCE AND TRAINING REQUIREMENTS:**

One year experience as a Corporal or three years' experience in a correctional institution, including one year lead worker experience. Graduation from high school or a GED equivalent. Thorough knowledge of operations in a county jail. Any equivalent combination of experience and training which provided the required knowledge, skills and abilities to perform this job. Must attend the LCCF accredited academy. Must have the familiarity and ability to pass firearms qualifications. Valid PA Driver's license must have a clean criminal history, adequate physical health pertaining to job requirements.

<b>Application and resume submission options:</b>	
<b>1. Scan and email your application and resume directly to Human Resources:</b>	<b>2. Mail:</b>
Email: <a href="mailto:Apply@lebanoncountypa.gov">Apply@lebanoncountypa.gov</a>	ATTN: Lebanon County Human Resources 400 S. 8th Street, Room 200 Lebanon, PA 17042
	<b>3. Fax: (717) 675-2668</b>

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