

**SECOND JUDICIAL DISTRICT DEPARTMENT OF CORRECTIONAL SERVICES  
VACANCY NOTIFICATION  
Dependent upon Funding**

**POSTING DATE:** November 19, 2020

**ALL APPLICANTS  
CLOSING DATE:** December 3, 2020 @ 1pm – ALL APPLICANTS

**CLASSIFICATION:** RESIDENTIAL OFFICER

**POSITION OPEN:** .75 FTE

Location	Shift	Status
Beje Clark Residential Center Mason City, Iowa	Varied Schedule, combination of shifts; many weekends; approximately 30 hours per week	Part-Time

**SALARY:** Pay Grade 23: **Hourly \$20.34 - \$30.14**

**GENERAL DUTIES:** Performs paraprofessional tasks in the rehabilitation, control, and security of clients in a community corrections facility. Performs related work as required.

**QUALIFICATIONS:**

Two years (60 credit hours) of college courses; or any equivalent combination of college education and human services experience which provides the required knowledge, skills, and abilities to equal the two-year minimum; or graduation from high school or a GED and two years of human services experience. **Plus**, ability to travel to various work sites, possession of or ability to obtain a valid driver's license, and ability to be insured under the district's auto insurance coverage. Must be bondable to the amount of bond required for the position. Interviewees are required to take psychological assessments.

**Application details:** <http://www.2nddcs.com/Employment.html>

**No RESUMES Will BE ACCEPTED**

**All applicants must complete the Department's Application and include unofficial transcript to:  
pattee.yetmar@iowa.gov  
DEADLINE: 1pm on above closing date**