Travis County

Corrections Officer

SALARY	$58,349.50 - $65,672.88 Annually	**LOCATION**	Austin, TX
JOB TYPE	Full Time	**JOB NUMBER**	26-10742
DEPARTMENT	Sheriff	**OPENING DATE**	07/01/2026
CLOSING DATE	9/30/2026 11:59 PM Central		

Job Summary

Career Promotional Opportunities:

Corrections Officer: $58,349.50 year/ $4,862.46 month
Corrections Officer Step 1: $60,099.99 year/ $5,008.33 month (End of 1st year; successful completion of Academy)
Corrections Officer Sr: $62,936.41 year/$5,244.70 month (End of 2nd year; successful completion of promotional exam)

We have many specialized units within the Corrections Bureau that will allow you to gain additional experience and training.

As a Senior Corrections Officer, you are eligible to apply to be part of one of our specialized units.

If you are an experienced corrections officer, please review salary information below:

5+ years of experience w/intermediate license or higher: $61,099.99/year.

After hire, if eligible for Sr. CO: $64,824.51/year

10+ years of experience w/advanced license or higher: $65,672.88/year.

After hire, if eligible for Sr. CO: $68,772.32/year.

For additional information, please visit: https://www.tcsheriff.org/about/careers/employment/corrections-careers

Are you seeking a rewarding career that challenges you, provides an exciting work experience and makes a difference in our community?

The Corrections Officer position is for you! The Corrections Officer is an entry level employee, who operates under close supervision to provide safety, security, and welfare of inmates, colleagues, staff, and the public in a building/section jail post.

After completion of Field Training Officer (FTO) training, the Corrections Officer advances to directly supervising inmates and is engaged in all functions related to welfare, safety, and security of the inmate housing unit assigned. Performs other ancillary duties assigned.

DISTINGUISHING CHARACTERISTICS:

This is a job classification within the POPS Travis County Sheriff's Office (TCSO) job family. This classification represents an entry level corrections position within the department. This classification requires work in secure facilities. This classification requires a flexible work schedule in order to meet the needs of the department.

Duties and Responsibilities

- Responsible for assisting the Post Officers and performing duties away from the post to ensure the smooth operation of the building/section.
- Assists and supports the Post Officers by procuring supplies, delivering paperwork, responding to assistance calls, etc.
- Assists with mail, commissary, laundry, and other activities at appropriate times.
- Assists with inmate searches and cell searches as needed.
- Assists with inmate counts as needed. Updates and prints new count sheets, moves lists and other lists each day. Documents statistical data as required.
- Assists in meal distribution as needed.
- Assists in attempting to resolve inmate requests and complaints.
- Responsible for the cleanliness, maintenance and security of the building and grounds.
- Conducts cleanup detail as assigned.
- Notes security breaches/concerns.
- Conducts outside perimeter security checks of the building/section at least once per shift, checking for damage or maintenance concerns, as well as for inmates tampering with windows, doors, walls, etc. in possible escape attempts.
- Conducts and monitors recreation and special inmate work details when applicable.
- Responsible for taking appropriate actions for all rule infractions such as counseling and reporting.
- Escorts and/or processes inmates into and out of the units as needed, and monitors inmate movement; ensures inmates arrive at court/programs on time and in appropriate attire.
- Escorts official visitors and other visitors within the building/section.
- Monitors religious services and programs that occur within the building.
- Rotates assignments for other staff members.
- Responds to crisis situations such as fights, fire alarms, medical emergencies, etc. according to policy and procedure.
- Maintains information logs, assigned and unassigned equipment such as keys, radios, vehicles etc.
- Performs other duties as assigned.

Minimum Requirements

Education and Experience:

Must be a US Citizen.

Must be 20 years of age, 21 years of age for armed assignments.

High school Diploma or GED.

Must qualify with weapon annually in accordance with TCSO standards.

Must meet the Physical Readiness Testing requirements according to TCSO policy.

Licenses, Registrations, Certifications, or Special Requirements:

Must attain a Jailer's License from the Texas Commission on Law Enforcement (TCOLE) within one (1) year of initial employment with TCSO.

Possess a valid Drivers' License.

Must be able to obtain a State of Texas driver's license within 90 days.

If you are a current TCSO employee, you must attach the following to the online application in order to be considered:

A Letter of Intent

Resume

PREA Form

Knowledge, Skills, and Abilities:

Knowledge of:

- Laws, regulations and procedures governing custody of persons.
- Penal Code, and the Code of Criminal Procedure, Rules of Evidence, Family Code, Civil statutes, Regulatory Agency Codes, Texas Jail Standards.
- Federal, State, Local and County applicable laws, rules, regulations and guidelines.
- Practices and procedures involved in jail management.
- Local laws, ordinances and the TCOLE standards and procedures pertaining to the commitment, confinement and release of prisoners.

Skill in:

- Operating basic computer equipment to include online searches, word processing, spreadsheets, databases and a variety of software packages, including small office equipment or multiline telephones.
- Use of detention and other law enforcement equipment.
- Basic conflict resolution and community relations.
- Clear and concise verbal and written communication.

Ability to:

- Work as a team member within a diverse organization.
- Read and understand basic legal documents.
- Interact with people beyond giving and receiving instructions.
- Perform under stress and when confronted with emergency situations.
- Maintain discipline and order in the jail.
- Make decisions and take prompt action in emergency situations.
- Prepare and maintain routine records and logs.
- Establish and maintain effective working relationships as necessitated by work assignments.
- Take physical control of another person.

Work Environment & Other Information

Physical requirements include the ability to lift/carry up to 20–50 pounds occasionally, visual acuity, speech and hearing, hand and eye coordination and manual dexterity necessary to operate a computer and office equipment. Subject to standing, walking, sitting, jogging, running, repetitive motion, reaching, climbing stairs, bending, stooping, kneeling, crouching, crawling, pushing, pulling, balancing, client/customer contact, squatting to perform the essential functions.

Subject to stressful environment and client and customer contact for extended periods of time. Subject to contact with communicable diseases, radiation, hazardous waste, human fecal matter and foul odors. Job may involve danger due to contact with criminals and suspects.

Must be able to lift and wear an approximately 40 pound Self Contained breathing apparatus for emergencies during fires; and must be able to partially lift and drag an average weight person of 150 lbs., a distance of 75 feet for the evacuation of individuals unable to assist themselves during emergencies; must be able to physically restrain hostile and combative subjects; must be able to participate in defensive tactics training and annual refresher training. Must be able to work any shift and must be able to communicate in clear English during emergencies.

Special ADA Physical Statement:

Vision: Must have sufficient vision without glasses to defend self and others and perform mandatory life safety functions. Dual vision is required. All officers are required to take and pass vision tests each year. Vision must be correctable to 20/20 or better with uncorrected vision of 20/200 or better. Corrected visual acuity should be at least 20/20 (both eyes) and 20/40 (each eye). For applicants who have completed refractive surgery to correct vision, the operating physician must complete a Corrected Vision Surgical Form.

Hearing: Must have normal hearing in both ears. Hearing sensitivity thresholds are within 25 dB measured at 500 Hz, 1000 Hz, 2000Hz and 3000Hz averaged together. If a person does not have normal hearing a medical specialist evaluation is required in order for the candidate to be considered for hire.

Seizure Disorder: Uncontrolled seizures of any kind are disqualifying. Applicants with a history of a seizure must be able to control the disorder by medication, be seizure free for one year and sign the Notification, understanding and commitment.

Travis County employees play an important role in business continuity. As such, employees can be assigned to business continuity efforts outside of normal job functions.
This job description is intended to be generic in nature. It is not necessarily an exhaustive list of all duties and responsibilities. The essential duties, functions and responsibilities and overtime eligibility may vary based on the specific tasks assigned to the position.

******** MULTIPLE POSITIONS AVAILABLE!********

Work Hours: Shift work to include holidays, nights, and weekends.
Department: Travis County Sheriff Office
Location: Austin, TX
For updates or questions on this position, contact: Monica.Risaliti@traviscountytx.gov

TCOLE exam required, Physical and Psychological Exam, Drug and Alcohol Test, Criminal, Credit, Driving, Education, and Employment Background Checks Required.

Employer
Travis County

Address
700 Lavaca Street

Austin, Texas, 78701

Website
https://www.traviscountytx.gov/human-resources/jobs

Corrections Officer Supplemental Questionnaire

*QUESTION 1

Do you have a current Texas Jailer's License?

- ◯ Yes
- ◯ No

*QUESTION 2

I understand that it is recommended I add the "Governmentjobs.com" domain to my contact list to help prevent emails regarding my Sheriff's application from going to my Junk or Spam folder.

- ◯ Yes
- ◯ No

* Required Question