

TEXAS COUNTY JAILER JOB DESCRIPTION (GENERIC)

GENERAL DESCRIPTION

Performs correctional work involving the care and custody of pretrial detainees and convicted offenders (inmates). Provides direct supervision of inmate work groups in their daily assigned duties, prevents escapes, and maintains discipline in conformance with strict rules, regulations, and standard operating procedures.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of county jail methods, Texas Commission on Jail Standards rules and regulations, agency policies and procedures, safety rules and regulations, and court systems and procedures.

Ability to use and care for non-lethal weapons and firearms (if issued).

Ability to use appropriate physical and defensive tactics.

Ability to administer first aid.

Ability to operate common fire suppression equipment.

Ability to communicate effectively and to provide guidance to others.

Ability to make appropriate decisions under stress.

Ability to deal with situations of extreme stress and danger.

Ability to decide the appropriate use of force and use of deadly force.

Ability to carry out duties with integrity and honesty.

EXAMPLES OF WORK PERFORMED

Classifies inmates for housing according to state regulations and agency policy.

Participates in the care and custody of inmates in adherence to correctional laws, rules, regulations, and established agency procedures.

Performs searches of buildings, dormitories, and inmate cell for contraband and performs searches of inmates.

Oversees and provides security of inmates performing technical skills such as

maintenance, laundry, food service, and other jail operations.

Oversees and controls inmate movement within buildings or specific areas.

Prepares and maintains records, forms, and reports.

Plans and participates in safety programs.

Trains consistently with issued weapons and equipment and maintains all equipment in proper condition.

Maintains proficiency in use-of-force tactics and uses appropriate force to avoid injury to the officer or inmate.

Required to work irregular hours and long shifts as necessary.

May interact with individuals with mental and emotional illnesses.

May be exposed to traumatic situations and graphic material.