



City of North Richland Hills

Detention Officer

Starting Salary: \$38,030

Nature of Work:

The purpose of this position is to oversee the proper and safe booking, release and holding of the City's prisoners. This is accomplished by completing booking and releasing of prisoners according to standard operating procedure guidelines, entering prisoners' information into computer system, filling out appropriate paperwork, fingerprinting and searching prisoners before entry into prison facility, photographing prisoners for legal and documentation purposes, logging prisoners' personal property upon entry, inputting prisoners' information into computer system upon release, supervising activities of prisoners, conducting cell checks, accounting for prisoners' whereabouts in facility and distributing meals and medication to prisoners.

Qualifications:

High School diploma or GED equivalent; no experience required; and must obtain Basic Jail Certification and State Intoxilizer Certification within one year of employment as a condition of continued employment.

What We Are Looking For:

NRH seeks an energetic professional with a positive attitude who desires to work in a growing, dynamic city, and who is willing to accept a challenge and work in a team-oriented environment. This talented individual must hold a high regard for quality of work and maintain an advanced level of expertise within all areas of responsibility. The candidate chosen must also possess superior decision making skills, be creative, be resourceful, pay attention to detail, be confident, be personable, exhibit excellent verbal and written communication skills and have a real desire to serve in the public sector.

Benefits:

- Medical, dental and vision insurance
- Employer paid life insurance
- Employer paid near site medical clinic
- Texas Municipal Retirement System
- Paid vacation and sick leave
- Ten paid holidays
- Retiree health plan
- Tuition reimbursement
- 457 Deferred Compensation Plan
- Phone allowance



About North Richland Hills:

Just minutes from Dallas and Fort Worth, North Richland Hills is the third largest city in Tarrant County with more than 71,000 residents, 1,200 businesses and 30 major employers. Our community has much to offer with an excellent blend of neighborhoods, parks and trails, dining, shopping, office and manufacturing space. We have a low crime rate, excellent public school system, one of the best public libraries in the state and a nationally recognized parks and recreation program.

**To learn more about this career opportunity or apply online
visit our website at <http://www.nrhtx.com> or
contact our Human Resources Department at : (817) 427-6100**

North Richland Hills is an equal opportunity employer and values diversity at all levels within the organization.