



# Sergeant of Correctional Officers

Salary Group: B18  
Class Code: 4510

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
SERGEANT OF CORRECTIONAL OFFICERS	4510	B18	\$39,521 - \$64,449
LIEUTENANT OF CORRECTIONAL OFFICERS	4511	B19	\$42,244 - \$68,960
CAPTAIN OF CORRECTIONAL OFFICERS	4512	B20	\$45,158 - \$73,788
MAJOR OF CORRECTIONAL OFFICERS	4513	B21	\$48,278 - \$78,953

## GENERAL DESCRIPTION

Performs routine (journey-level) supervisory work in the care and custody of offenders. Work involves assisting in performing in-service training of staff. May supervise the work of others. Works under moderate supervision, with limited latitude for the use of initiative and independent judgment.

## EXAMPLES OF WORK PERFORMED

Supervises correctional staff in the care and custody of offenders assigned to specific work areas.

Supervises, instructs, and trains staff and offenders in their assigned work areas and is responsible for the organization and supervision of inmate work details.

Supervises and provides security of offenders performing technical skills such as construction, maintenance, laundry, food service, and industrial and agricultural operations.

Supervises the preparation and maintenance of records, forms, and reports.

Conducts and/or supervises searches of offenders, their living quarters, and work areas for contraband.

Conducts and/or supervises the monitoring of perimeter security and provision of security surveillance in assigned areas.

Responds to emergency situations, searches for escaped offenders, and transports offenders.

May supervise the work of others.

Performs related work as assigned.

## **GENERAL QUALIFICATION GUIDELINES**

### **EXPERIENCE AND EDUCATION**

Experience in correctional custody or law enforcement work, including supervisory experience. Completion of Correctional Officer Training Academy curriculum requirements. Graduation from a standard senior high school or equivalent is generally preferred. Experience and education may be substituted for one another.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of the overall operation of correctional facilities; of applicable policies, procedures, rules, and regulations; and of correctional methods, techniques, practices, and procedures.

Skill in the use, care, and instruction of specified firearms and riot control equipment.

Ability to communicate effectively and to supervise the work of others.