

**EMPLOYMENT OPPORTUNITY
CORRECTIONAL OFFICER ELIGIBILITY LIST**

**Vilas County Sheriff's Office
330 Court Street
Eagle River, Wisconsin 54521**

Applications are now being accepted, by the Vilas County Sheriff's Office, to create an eligibility list to fill future, full-time and part-time, Correctional Officer vacancies. All vacancies need authorization from the Vilas County Board of Supervisors before being filled.

The Correctional Officer is a civilian position responsible for maintaining inmate security and control in the Vilas County Jail. All duties and responsibilities are performed under and subject to the review and guidance of the Sheriff and the Law Enforcement and Emergency Management Committee.

Salary & Benefits: The pay range for the full-time position is \$14.94 per hour to start, \$17.58 per hour after six months, and \$18.28 per hour after two years, plus a generous benefit package. Information on our comprehensive fringe benefit package will be provided. The part-time position pays \$14.94 per hour, with no benefit package. Successful candidates will be required to work nights, evenings, weekends, holidays, and overtime as shift rotations dictate.

Qualifications: Must be 18 years of age; a U.S. citizen; a high school graduate or equivalent; possess a valid Wisconsin driver's license; no felony convictions; good written & verbal communications skills; have prior experience and knowledge of computers; be able to type 25 w.p.m. with accuracy; ability handle stressful situations; and the ability to work varied shifts. Applicant must be self motivated and able to work independently of others. Knowledge of and/or experience in law enforcement or related field is preferred.

Apply: By 12:00 Noon, Friday, July 1, 2011, to the Vilas County Sheriff's Office, Attention: Carol Krebs, 330 Court Street, Eagle River, Wisconsin 54521. Applicants must submit a completed Wisconsin Law Enforcement Standards Board form DJ-LE-330 (Rev. 2/11), including completion of category #6, general questions A-C, on the application form must be answered. Applications are available 24 hours per day at the department, or on our website at www.co.vilas.wi.us (select Sheriff's Department tab, and then go to the Employment tab), or they can be mailed to you upon request. Please call 715-479-4441 to request an application package.

Note: Successful applicants will be required to pass a written examination; a typing test; a physical agility test; oral interviews; a medical examination including a pre-employment drug screen; a psychological assessment; and an extensive background investigation.

VILAS COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER.