Part-Time Corrections Officer

The City of Maple Heights Police Department Jail is hiring part-time Corrections Officers. Experience is preferred. Starting training salary is $12/hr. for 6 months and upon successful completion will move to $16/hr.

Corrections Officers (COs) maintain daily operational control of the Maple Heights Police Department’s 12-Day Jail Facility. They perform functions related to booking, searching, and releasing of prisoners. They maintain control over sensitive security items. COs oversee visitation and meals of the prisoners in the jail facility.

A high school diploma or G.E.D. is required. Applicants must be at least 18 years old and willing to work rotating shifts, weekends, and holidays. There are opportunities for overtime and personal days.

Qualified applicants should submit an application to the Maple Heights Human Resources Department. A resume and/or cover letter may be submitted also. Please provide copies of any State Certifications. If not State Certified as a corrections officer, candidates must be willing to go to training within a year of being hired. Applicants must possess a valid, Ohio Driver’s License. Applicants will also be required to take a polygraph exam, background investigation, pre-employment drug and alcohol screening and a physical exam.

Applications can be found on the City website [www.CityMapleHeights.com](http://www.CityMapleHeights.com) or in person at the Human Resources Department at Maple Heights City Hall.

Maple Heights is an Equal Opportunity Employer and a drug and tobacco-free workplace.