



KAUFMAN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT

3003 S. Washington Street
Kaufman, TX 75160
(469) 376-4700
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Lance Washburn
Director

Job Posting

Job Title: Community Supervision Officer
Department: Adult Probation
Location: Kaufman, TX
Supervisor: Cherish Rodden
Open: 8/2020

FLSA Status: Non-Exempt
Full-Time: Yes
Salary: \$38,000 or negotiable with
adult probation experience.
Close: Until Filled

JOB SUMMARY:

Supervise individuals placed on community supervision by the Courts. Specific duties will be determined by the type of caseload assigned and may include, but not be limited to: monitoring the probationer's compliance with the orders of the Court through routine office and field contacts to ensure community safety, assisting the probationer in locating services needed to bring about pro-social and law abiding behavior, conducting risk/needs assessments and individualized case plans, and reporting violations of probation to the appropriate authorities in a timely manner.

QUALIFICATIONS:

Applicants must possess a minimum of a bachelor's degree conferred by an institution of higher education accredited by an accrediting organization recognized by the Texas Higher Education Coordinating Board. The degree must be in criminal justice, criminology, social work, psychology, sociology, rehabilitative studies, or a related field, OR the applicant must have completed at least one year of graduate study in one of these areas. Furthermore, applicants cannot be employed or volunteer as a peace officer, nor can an applicant currently be on probation, parole, or serving a sentence for any criminal offense.

PRE-EMPLOYMENT REQUIREMENTS:

Pre-employment requirements include a drug and alcohol test, a complete criminal background investigation, and driving record check.

DISCLAIMER:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

TO APPLY: ALL APPLICANTS MUST SUBMIT A RESUME AS WELL AS A KAUFMAN COUNTY EMPLOYMENT APPLICATION TO THE KAUFMAN COUNTY HUMAN RESOURCES OFFICE TO BE ELIGIBLE FOR CONSIDERATION.

<https://www.kaufmancounty.net/human-resources>