

The Clay County Sheriff's Office is looking for a full Time Jailer.

Minimum Education, Training and Experience:

Must have the ability to acquire knowledge of Iowa laws and learn the procedures used in the County Jail Facility. Must have a tactful and diplomatic manner when dealing with inmates or any persons visiting the facility. Must have the ability to read and write in an effective manner and be able to do basic clerical work. Must have sound judgment in dealing with any situations which may arise from their duties.

Must be a High School graduate. Must be able to complete and pass the required school set up by the Iowa Department of Corrections for jailers in the State of Iowa. Must be bondable and have a valid Iowa Driver's License. Must pass a pre-employment drug screen.

Must be able to work nights, weekends, and holidays. Starting pay will be determined by experience.

Application deadline is December 8th, 2017 by 4:30 PM. Applications can be found on the Clay County Web Site or requested at the Clay County Sheriff's Office. Applications can be returned to the Sheriff's Office or sent by mail to: Clay County Sheriff's Office, 3115 W 4th St, Spencer, IA 51301