

Adult Probation Officer
Full-Time Position
Work Schedule: 8:00am – 4:30pm, M-F

Responsibilities: Supervise offenders, perform field visits and searches, complete pre-sentence investigation reports, conduct drug and alcohol testing, complete risk assessments, attend court hearing and testify as needed, and other duties as assigned.

Requirements: Bachelor's Degree from accredited college or university; major in Criminal Justice, Social Work, or related field. Must be 21 years of age and a US citizen. Must be able to obtain Probation Officer certification and Risk Assessment Certification (IRAS). Preference will be given to those who already possess these certifications. Must have a valid driver's license and demonstrated safe driving record. Must have excellent writing and communication skills. Must be able to work evening and weekend hours, and must be able to work in a team environment.

Salary: According to Probation Officer Salary Schedule

Application/resumes accepted until Wednesday, December 2, 2020

Send applications/resumes to:

Amy Motter
Whitley County Probation Department
101 W. Market Street, Ste. B
Columbia City, IN 46725
amotter@whitleygov.com

Whitley County Government is an Equal Opportunity Employer