

Public Employment Opportunity

Correctional Officer I

Referral Number:	JPS.19.20.R1138
Employment Type:	Temporary and Casual Call-in Positions
Division:	Corrections and Community Services
Department:	Department of Justice and Public Safety
Position Group:	NAPE Correctional Officer
Location:	various Adult Correctional Institutions throughout Newfoundland and Labrador
Closing Date:	Open Until Filled
Salary:	\$40,276 - \$65,099 (PN-09)
Benefits:	http://www.exec.gov.nl.ca/exec/hrs/onboarding/employee_handbook.pdf

CONTEXT:

<https://www.gov.nl.ca/jps>

DUTIES:

Under the direction of an officer in charge, Correctional Officers conduct security, custodial, supervisory and rehabilitative duties associated with the incarceration of sentenced or detained persons within the correctional system. Correctional Officer will also conduct body searches, frisks, cell searches and inmate counts; ensure proper key control; control contraband items and preserve evidence; observe and monitor all inmate activities; use, maintain and control tools and security equipment; escort inmates to other correctional facilities or community services; control inmate movement within the correctional facility; monitor inmate visitation; screen and supervise visitors or contractors entering the institution; perform security checks and monitor perimeter security; participate in the admission and release of inmates; ensure that institutional rules and regulations are followed. Other duties will be performed as required.

SCREENING CRITERIA:

1. Completion of an Adult Correctional Officer training program (equivalencies will be considered)
2. Completion of Use of Force training
3. Relevant experience in an enforcement position
4. Experience working in a correctional institution (asset)
5. Must meet physical requirements by successfully completing the Correctional Officer Physical Abilities Test (COPAT)

ASSESSMENT CRITERIA:

1. Knowledge of adult corrections
2. Knowledge of safety and security practices
3. Ability to think critically
4. Ability to communicate effectively (verbal)
5. Ability to communicate effectively (written)
6. Ability to make decisions
7. Ability to work independently
8. Integrity
9. Resistance to stress

10. Ability to collaborate (teamwork)
11. Professionalism

CONDITIONS OF OFFER:

1. Possess a valid First Aid and CPR certificate prior to commencing the program.
2. Possess current WHMIS certification prior to commencing the program.
3. Provide a recent and satisfactory enhanced security clearance.
4. Applicants must be 19 years of age or older.
5. Possess a valid Class 5 Driver's License.
6. A recent and satisfactory medical will be required which includes a vision and hearing acuity test. Forms will be provided by the Selection Committee. Associated costs are the responsibility of the candidate.
7. Completion of a psychological assessment that is acceptable to the employer will be required. Arrangements will be made by the Selection Committee. Associated costs are the responsibility of the candidate.

CONDITIONS OF ACCEPTANCE:

1. Willing to accept work on a casual call-in basis.
2. Willing to accept shift work (24-7, 365 rotational).
3. Willing to accept work on weekends and holidays (regularly).
4. Acknowledges requirement for Use of Force.
5. Acknowledge requirement for performing work requiring physical activity (intense).
6. Acknowledge requirement for exposure to physical dangers.
7. Acknowledge requirement for maintaining licenses/certifications as prescribed.

INFORMATION FOR APPLICANTS:

1. The division is currently inviting applications from women and men interested in working as a Correctional Officer with the Government of Newfoundland & Labrador. The division is committed to gender equity and cultural diversity in the workplace.
2. The positions will be located at various correctional facilities throughout the Province.
3. COPAT EVALUATION (Physical Test): If you are successful in meeting the educational and experience screening requirements, you will be notified to submit the following documents, prior to completing the COPAT.
 - Informed Consent for COPAT form;
 - COPAT Medical Clearance form;
 - Physician's COPAT information letter.

COPAT must be completed within the strictly enforced time limit of 3:20 minutes. Further information on COPAT can be found here - https://www2.gov.bc.ca/assets/gov/careers/for-job-seekers/current-bc-government-job-postings/featured-careers/corrections_physical_abilities_test.pdf.

4. An enhanced security clearance as well as a Personal Security Clearance Questionnaire must be completed which will be used to confirm that the applicant has no criminal convictions or findings of guilt that relate to integrity or use of force and/or have no criminal charges pending before the courts and have no involvement in any criminal activity. Any costs for the security clearance will be the responsibility of the candidate.
5. Any expenses associated with collecting required documentation will be incurred at the expense of the candidate.

For more information about this opportunity please call: Assistant Superintendent Diana Gibbons at dianagibbons@gov.nl.ca or (709) 729-3128.

Applications, quoting Competition Number JPS.19.20.R1138, should be submitted:

Online

www.hiring.gov.nl.ca