

Brule County

**JAILER**

**Job Description**

Jailers are responsible for guarding inmates in County Detention facilities in accordance with established regulations and procedures.

**Duties:**

Monitor the conduct of prisoners, according to established policies, regulations and procedures in order to prevent escape or violence.

Inspect the conditions of jail facilities to ensure they will function as intended.

Record prisoner information and maintain jail records. Communicate with law enforcement personnel on prisoner related issues. Make reports as needed.

Maintain and record prisoner medications, inmate monies and balance daily.

Serve meals and issue clothing and other authorized items to inmates.

May assist other law enforcement personnel in transporting prisoners to court appearances.

\*Must be able to work a 12-hour shift, nights, and weekends

\*\*\*\*Applications can be picked up at the Sheriff's Office at 201 W Kellam Ave or mailed upon request. \*\*\*\*

Applications will remain open until filled.

Brule County is an equal opportunity employer.