



**HARFORD COUNTY SHERIFF'S OFFICE**  
**Sheriff L. Jesse Bane**

*Mission Statement: With courage, honor, and integrity we protect the rights and dignity of all citizens. In partnership with our communities, we strive to preserve the peace and provide for a safe environment for all.*

**Vacancy #: 12-S02**

**Title: Temporary Exercise Officer**

**Closing Date: February 29, 2012**

**Salary: \$18.38 Per Hour (No Benefits)**

**Location: Detention Center**

**Hours: Full-Time, Shift Varies**

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**Job Summary:** The Temporary Exercise Officer provides exercise equipment to all general population and segregation inmates on a daily basis when outdoor recreation is not permitted due to inclement weather.

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**Essential Functions:**

1. Follow rotation schedule governing access to outdoor recreation area.
2. Provide complete and accurate documentation of all exercise-related activities.
3. Provide exercise videotape to all housing units on a daily basis.
4. Awareness of inmates not permitted to participate in recreational activities for security or medical reasons.
5. Inspect all exercise equipment for wear or tampering and perform corrective action as required.
6. Perform all other job-related assignments as required.

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**Required Knowledge, Skills, and Abilities:**

1. Ability to read and follow directions both in written and oral form.
2. Ability to work well with co-workers and inmates.
3. Knowledge of written directives pertaining to inmate supervision and exercise program as well as standards mandated by the Maryland Commission on Correctional Standards (MCCS) related to inmate access to exercise and recreational activities.
4. Ability to operate the facility's exercise equipment.
5. Ability to provide clear and understandable direction and instruction to an inmate or group of inmates.
6. Ability to maintain accurate and complete documentation of exercise program activities.
7. Ability to effectively supervise a group of inmates in the outdoor exercise area.

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**Minimum Qualification Requirements:**

1. Graduation from a high school recognized by the Maryland State Board of Education or possession of a GED certificate recognized by the Maryland Board of Education.
2. Valid Class D or Class C non-commercial driver's license with no more than three (3) points and a relatively clean driving record.

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**Selected Candidate:**

1. Must be 21 years of age or older and U.S. citizen.
2. Must pass comprehensive background investigation and criminal record check; medical exam and drug/alcohol screening; polygraph exam; and psychological screening.

3. Must provide handwriting sample for review.
  4. Must appear before and receive a favorable recommendation from Oral Interview Board.
  5. Must attend and successfully complete all Maryland Police and Correctional Training Commission required training, annual in-service and other training as required.
  6. Must have the ability to be qualified in the use of OC pepper spray and the Pepperball launcher.
  7. Must possess a history and exhibit the characteristics of honesty, reliability, integrity, and interpersonal skills. Any criminal conviction(s) and/or arrest(s) may be grounds for disqualification.
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**Physical and Environmental Conditions:** Candidate selected for position must perform essential job functions with or without reasonable accommodation. Position requires standing, sitting, and walking and periodic exposure to outside weather conditions. Position requires occasional encounters with unruly persons.

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Application may be accompanied by a resume, but a resume will not be accepted in lieu of an application. Application may be obtained from the Harford County Sheriff's Office, 45 S. Main Street, Bel Air, MD 21014 or call 410-836-5456 or toll-free 877-562-3888. Application may also be downloaded from the Harford County Sheriff's Office website, <http://www.harfordsheriff.org/employment/>

Application must be returned to the Harford County Sheriff's Office Recruitment Unit no later than February 29, 2012. If mailing application, please send to Julie Oakes, P.O. Box 150, Bel Air, MD 21014.

**WE ARE AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**  
**WE DO NOT DISCRIMINATE ON THE BASIS OF DISABILITY**  
Posted February 15, 2012