$52,000

STARTING SALARY

$5,000 SIGNING BONUS

Correction Officer Series

Requirements :

- Must be 19 1/2 years of age
- Possess a High School Diploma or equivalent
- Possess a valid Driver's License
- No Felony Convictions
- No DUI Convictions within 2 years

JoinDelawareDOC.com

CORRECTIONAL OFFICER

COMPENSATION

$52,000 **Base Salary**

Upon completion of the Correctional Employee Initial Training (CEIT) academy and assignment to a facility.

SIGNING BONUS

$5,000

Signing Bonus for new employees in the Correctional Officer series. Paid in 3 installments: $1,000 after completion of the first 10 weeks of CEIT, $1,500 upon CEIT graduation, $2,500 18 months after date of hire.

BENEFITS

State of Delaware Benefits to include Health Insurance, Paid Time Off, 25-year Pension Plan, and Education Reimbursement. Learn more at dhr.delaware.gov.

SHIFT DIFFERENTIAL

5% shift differential pay if assigned to applicable shift.

PROMOTION POTENTIAL

Upon satisfactory completion of DOC promotional standards and job requirements, employees may be eligible to be promoted to the next level on the career ladder.

SALARY STEP TABLE

Employees who have equivalent work experience from another state Department of Correction shall be placed on the DOC salary step table and receive qualified length of service credit for up to and not greater than 10 years of service for compensation purposes only. The State will make final determination on equivalent experience.

ASSIGNMENTS

Facility assignments are available statewide.

HIRING PROCESS

- **INITIAL APPLICATION**
  Complete the Correctional Officer application at JoinDelawareDOC.com.
- **IN-PERSON INTERVIEW**
  Once application has been reviewed and approved you will be contacted by HR for an in-person interview.
- **PRELIMINARY PT TEST**
  Complete 400-yard run, 3 full reps carrying equipment over a set of stairs, and 25-yard 150 pound dummy drag in under 3 minutes.
- **BACKGROUND INVESTIGATION**
- **PSYCHOLOGICAL EXAM**
- **CONDITIONAL HIRE**
  Upon successful completion of these steps, you will receive an offer of conditional hire.

HAVE QUESTIONS?

Contact DOC Recruitment:
(302)739-JOIN (5646)
DOC.Recruiting@Delaware.gov

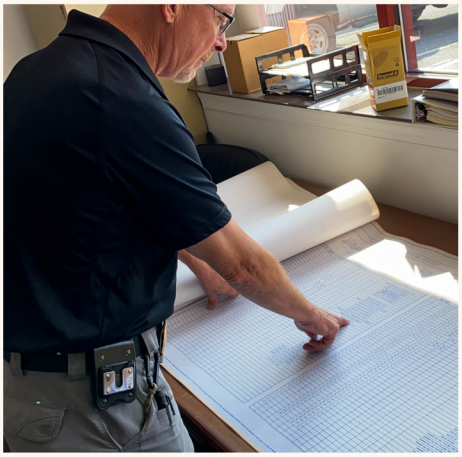
APPLY TODAY: JOINDELAWAREDOC.COM

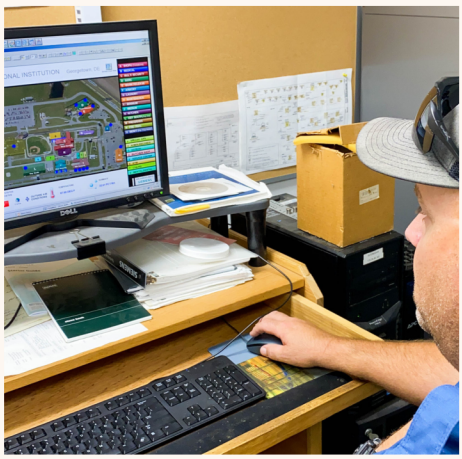
Facilities Maintenance

Delaware Department of Correction

$5,000
SIGNING BONUS

for newly hired Correctional Officers





JOIN OUR FACILITIES MAINTENANCE TEAM!

Physical Plant Maintenance Trades Mechanics, Trades Technicians and Master Electricians maintain more than 1.9 million square feet of structures and infrastructure across 9 correctional facilities statewide. They conduct routine inspection, provide a professional level of maintenance, and perform repair according to building codes and standards in multiple areas, including plumbing, electrical, HVAC, carpentry, and groundskeeping.

APPRENTICESHIPS

- Electrical
- HVAC
- Plumbing
- Industrial Maintenance Mechanic

JoinDelawareDOC.com
Apply today!

Facilities Maintenance staff complete the Correctional Employee Initial Training (CEIT) academy and are sworn Correctional Officers who are designated to Facilities Maintenance. Facilities Maintenance Officers report through a chain of command under the Bureau of Prisons. Priority is always given to safety and security.

Email Recruiters
DOC.Recruiting@delaware.gov

Call with Questions
302.739.JOIN (5646)

Visit Us
JoinDelawareDOC.com

FACILITIES MAINTENANCE

ELEMENTS AND SYSTEMS

The elements and systems maintained by Facilities Maintenance include:

- Electrical distribution
- Plumbing, including potable water, fire main and waste-water systems
- Heating, ventilation and air-conditioning
- Fire alarm/suppression systems
- Locks
- System controls, including locks, mechanical, electronic and pneumatic elements
- Boilers and steam distribution
- Building structures
- Minor carpentry renovations
- Groundskeeping/snow removal
- Pest control

SHIFTS

2 shifts; 7-3 and 3-11 Monday thru Friday and 1 shift on weekends (All Locations)

EDUCATIONAL OPPORTUNITIES

- Apprenticeship Program
- Blue Collar Program

CAREER LADDER

CO/Physical Plant Maintenance Trades Mechanic I, II, & III
$57,200 Yearly Minimum (Mechanic 1) to $87,366 Yearly Maximum (Mechanic III)

- *Career Ladder promotion from Mechanic I to II to III (Pay grade 8, 9 & 10). Promotional Standards (among other requirements):*

  For Trades Mechanic II:
  - 1 year at Mechanic I
  - 216 credit hours classroom training
  For Trades Mechanic III:
  - 2 years at Mechanic II
  - 288 credit hours classroom training

CO/Physical Plant Maintenance/Trades Technician
$64,000 Yearly Minimum to $87,366 Yearly Maximum

CO/Physical Plant Maintenance Master Electrician
$68,450 Yearly Minimum to $93,408 Yearly Maximum

ASSIGNMENT REGIONS

Northern: Howard R. Young Correctional Institution and Plummer Community Correction Center

Northern Satellite: Baylor Women's Correctional Institution and Hazel D. Plant Women's Treatment Facility

Central: James T. Vaughn Correctional Center and Community Corrections Treatment Center

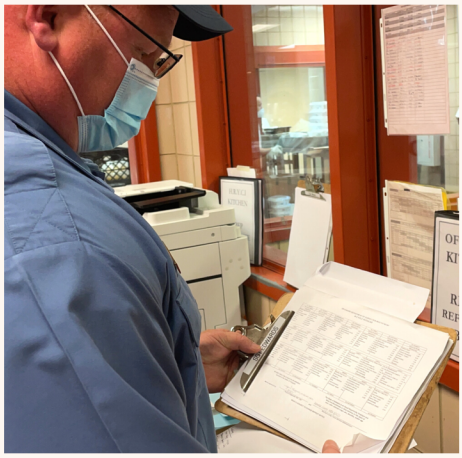
Southern: Sussex Correctional Institution, Sussex Work Release Center and Sussex Violation of Probation Center

APPLY TODAY: JOINDELAWAREDOC.COM

Food Service

Delaware Department of Correction

$5,000
SIGNING BONUS
for newly hired Correctional Officers



JOIN OUR FOOD SERVICE TEAM!

Food Service Officers manage the preparation and distribution of three nutritious meals each day following a master menu that is developed in consultation with a registered dietitian. Food Service Officers are responsible for inventory and supply and for training and supervising inmate kitchen workers to ensure proper and safe food handling by all employees.

Food Service Officers complete the Correctional Employee Initial Training (CEIT) academy and are sworn Correctional Officers who are designated to Food Service. Food Service Officers report through a chain of command under the Bureau of Prisons. Priority is always given to safety and security.

FOOD FOR THOUGHT

The Food Service Unit employs nearly 100 staff across all facilities who prepare more than 20,000 meals each day and more than seven million meals annually.

JoinDelawareDOC.com
Apply today

Email Recruiters
DOC.Recruiting@delaware.gov

Call with Questions
302.739.JOIN (5646)

Visit Us
JoinDelawareDOC.com

FOOD SERVICE

PRIMARY RESPONSIBILITIES

- Prepare menus that meet Recommended Dietary Intake (RDI).
- Maintain sanitary kitchen facilities to meet American Correctional Association (ACA) and state public health standards.
- Maintain food supply inventory.
- Support staff development
- Oversee all food preparation activities.
- Train and supervise inmate kitchen workers to ensure proper and safe food handling by all employees.

EDUCATIONAL OPPORTUNITIES

- ServSafe Food Safety Certification

CAREER LADDER

Correctional Officer/Youth Rehab Food Service Specialist I & II:
$57,200 Yearly Minimum (Correctional Officer/Youth Rehab Food Service Specialist I) to $83,242 Yearly Maximum (Correctional Officer/Youth Rehab Food Service Specialist II) + Shift Differential

Career Ladder from Correctional Officer/Youth Rehab Food Service Specialist I to II: (Pay grade 8 to 9) with competitive opportunity for further advancement.

Please note: DOC Food Service position titles include "Youth Rehab" due to the use of this position classification by multiple state agencies. DOC Food Service positions supervise adult offenders only.

SHIFTS

JTVCC and HRYCI: 12:00 AM – 8:00 AM / 4:00 AM – 12:00 PM / 11:30 AM - 7:30 PM.

All other locations: 4:00 AM – 12:00 PM / 11:00 AM – 7:00 PM.

All Locations: Variable shifts as needed.

ASSIGNMENT REGIONS

Northern: Howard R. Young Correctional Institution and Plummer Community Correction Center

Northern Satellite: Baylor Women's Correctional Institution and Hazel D. Plant Women's Treatment Facility

Central: James T. Vaughn Correctional Center and Community Corrections Treatment Center

Southern: Sussex Correctional Institution, Sussex Work Release Center and Sussex Violation of Probation Center

APPLY TODAY: JOINDELAWAREDOC.COM