

SALINE COUNTY CORRECTIONS

ESSENTIAL FUNCTIONS/PHYSICALLY DEMANDING TASKS

POSITION OF CORRECTIONAL OFFICER

Corrections officers and supervisors must be capable of performing certain functions essential to their employment. Listed below are some essential functions and physically demanding tasks for Correctional Officer (CO). Some of the functions or tasks are not utilized frequently, however, a CO needs to be able to perform all tasks as needed.

ESSENTIAL FUNCTIONS

- Walking or standing for long periods of time;
- Running to the scene of a disturbance or emergency;
- Running up and down stairs;
- Maintaining visual surveillance of inmates from an observation tower or master control area;
- Defending self against an inmate armed with a weapon;
- Disarming, subduing and applying restraints to an inmate;
- Watching for indications of illegal activity in relative darkness or in normal lighting;
- Reading daily journals, facility rules, procedures, regulations, post orders and other written materials relevant to job performance;
- Writing various reports, memorandums and other correspondence;
- Taking periodic counts of inmates;
- Conducting clothed/unclothed body searches;
- Searching visitors and transport vehicles for contraband;
- Carrying, lifting, or dragging heavy objects such as a disabled or unconscious inmate;
- Jumping or pulling self over obstacles such as walls or fences;
- Listening for unusual sounds that may indicate illegal activity or disturbances.

PHYSICALLY DEMANDING TASKS

- Ascend or descend stairs at a fast pace in response to emergency situations with or without a gurney;
- Run or walk rapidly to the scene of a disturbance or emergency situation as the first officer on the scene or to assist another officer during the disturbance or emergency;
- Walk or stand for long periods of time with little or no opportunity to relieve strain on feet and legs;
- Walk and/or run over rough ground in search of escaped inmates;
- Pursue inmates on foot or attempt to apprehend escaped inmates, which could involve running, scaling fences, running on slippery surfaces, etc.;

- Bend, squat, stoop, kneel, twist, and crouch in order to find concealed weapons, contraband, etc.;
- Crawl in confined areas (i.e. attics, crawlspace);
- Jump or vault over obstacles or quickly dodge obstacles;
- Pull oneself up and over obstacles (i.e. walls, fences);
- Drag heavy objects (i.e. disabled or unconscious inmate or pieces of equipment);
- Lift heavy objects (i.e. disabled or unconscious inmate or pieces of equipment);
- Carry heavy objects (i.e. disabled or unconscious inmate or pieces of equipment);
- Push hard to move objects to protect inmates, self or other staff;
- Operate difficult doors or locks manually;
- Use body force to gain entrance through barriers (i.e. locked doors/gates);
- Deflect thrown or moving objects to protect inmates, self or other staff;
- Use weaponless defense tactics such as dodging, moving and pulling away rapidly;
- Physically prevent escape attempts;
- Defend self against an inmate armed with a weapon/disarm and subdue inmate;
- Perform body search of inmate;
- Load and unload supplies, materials or equipment;
- Climb up and down stairs during the course of routine duty;
- Climb to an elevated surface;
- Physically subdue or restrain a violent, combative or psychotic inmate or move resistant inmates from one area to another with assistance;
- Tackle a fleeing inmate;
- Enter a cell and remove an armed or combative inmate or search prison areas for contraband or escapees;
- Break up fights and physically separate fighting inmates;
- Search areas that are not easily accessible for contraband;
- Apply restraints;
- Place inmates in or remove inmates from cells;
- Restrain inmates with hands or body to prevent a fight, after a fight to prevent further violence, or to prevent an inmate from leaving an assigned area;
- Distribute or remove inmates' food trays, which could include pushing a full food cart.

ACKNOWLEDGEMENT

I _____ have read and understand the Essential Functions/Physically Demanding Tasks description and can perform the essential functions of the job with or without reasonable accommodation.

Signature of Applicant

Date