

LACKAWANNA COUNTY COMMUNITY CORRECTIONS CENTER
Part Time Resident Manager

Lackawanna County's Community Corrections Center is seeking one (1) part-time Resident Manager. The successful candidate will be responsible for:

- Supervising inmates
- Contacting clients
- Processing daily logs, reports and forms

Requirements include:

- Experience in the Criminal Justice field with a Bachelor's Degree preferred
- Clerical expertise
- Verbal and written efficiency in dealing with clients
- Supervisory skills

Please submit an application/resume no later than April 13, 2011 to:

Human Resources, Attn: HR Analyst
Lackawanna County Administration Building
200 Adams Ave 6th Floor
Scranton PA 18503
petersens@lackawannacounty.org

EOE