

Probation Officer

City of Tiffin is looking for a Probation Officer with the following requirements:

- Able to advise and counsel adult probationers
- Assist probationers in carrying out the court's conditions of probation
- Maintains frequent contact with probationers to enhance positive adjustment and deter further charges
- Reports to the Chief Probation Officer
- Carry a caseload
- Prepare reports and recommendations for use by the court in making dispositions of offenders and may appear in court to provide information regarding recommendations
- Plans and monitors supervision programs designed to enable probationers to assume responsibility for their behavior and to comply with conditions of probation.
- Develops and utilizes community resources for probationers. Establishing restitution payment schedules. Providing court ordered drug screening
- Associate's degree or higher
- Experience preferred
- Must have a valid Ohio driver's license
- Skilled in use of standard software applications
- Ability to effectively communicate, both verbally and in writing
- Able to establish and maintain effective working relationships with employees, departments and the general public.

Send resume, with cover letter and salary requirement to Tiffin-Fostoria Municipal Court. P.O. Box 694, by May 15, 2017– no phone calls or walk-ins please.

EOE

Submitted by:

Debra A. Reamer
Director of HR

Please put in paper by Wednesday, May 3rd, and Friday, May 5th, Saturday the 6th and Sunday the 7th.

No monster.com