

The **Parole & Probation Division** currently has a Departmental transfer opportunity for **Parole & Probation Specialist III in Ely**.

This position will be assigned at the Ely State Prison and will be responsible for performing re-entry and pre-release duties. The duties include daily interactions with inmates at the prison. The incumbent will meet with inmates in person and telephonically to formulate release plans, communicate with inmates' families, sponsors, residential program providers to establish viable plans, gather residential information, coordinate and initiate pre-parole investigations. Additional duties include working with correctional staff to schedule pre-release meetings with inmates, providing assistance and/or referring inmates to appropriate community programs, counselors, potential funding and other resources. The incumbent will be required to appropriately represent the Division of Parole and Probation with correctional staff, the general public and residential program representatives.

If you are interested in transferring to this position, please submit your written request to humanresources@dps.state.nv.us . Written requests will be accepted until **5:00 p.m., Monday, July 17, 2017**. If you have questions regarding this position please call **Lt. Eddie Bowers at (775) 684-2650**.

THE SELECTED CANDIDATE WILL BE REQUIRED TO WORK WITH INMATES WITHIN THE ELY STATE PRISON, AND MUST BE WILLING TO ACCEPT THIS WORK LOCATION AND INHERENT REQUIREMENTS FOR ENTRY INTO A CORRECTIONAL FACILITY AS A CONDITION OF CONTINUED EMPLOYMENT. UPON APPROVAL BY THE PERSONNEL COMMISSION, THE SELECTED CANDIDATE WILL BE REQUIRED TO UNDERGO PRE-EMPLOYMENT DRUG SCREENING FOR CONTROLLED SUBSTANCES.

When submitting a transfer request, please include the division you are presently working in, the geographical location and position you are applying for and your telephone number.

Transfer Opportunities require the attached form to be completed when interested in a Transfer Opportunity. Also, please attach any documents or information you would like the division appointing authority to utilize for your consideration for the transfer opportunity.