CAREER OPPORTUNITY

Administrative Staff Specialist Records/LIDS

The Rockbridge Regional Jail is seeking a detail-oriented and professional individual to maintain inmate records. Full-time position with benefits. Applicant must be a high school graduate or have a GED, maintain confidentiality and have knowledge of personal computers and software applications. Please submit a Virginia State Application by 4pm on March 6, 2020 to Rockbridge Regional Jail, 258 Greenhouse Road, Lexington, VA 24450, Attention Captain McFarlane.