



**CORRECTIONS
AND
DETENTION SERVICE OFFICERS**



We appreciate your interest in the Orange County Corrections Department. Please review the following frequently asked questions.

- **Q: What happens if I pass the pre-screening portion?**
A: Corrections Officer - You will be notified via mail to come in for a scheduled video-based test for Corrections Officer, to include two other job-related skill tests.
Detention Service Officer - You will be notified via mail to come in for a scheduled Orange County Corrections facility tour and obtain an employment questionnaire.
- **Q: What is most important in filling out my application?**
A: Read the instructions. Be thorough and truthful. Your application will not be considered unless completed in full and all relevant statements and documentation are attached. Because you are applying to a correctional agency, you must include information about any arrest, charge, conviction or other criminal activity whether arrested or not. You will be eliminated from the process if it is discovered that you falsified any part of your application.
- **Q: How long does it take for my application to be processed?**
A: Corrections Officer - Approximately 3 weeks for notice of the exam date.
Detention Service Officer - Approximately 3 weeks for notice of the Orange County Corrections facility tour.
- **Q: May I call and find out the status of my application for processing?**
A: Yes, you may contact the Corrections Recruiter at: (407) 836-3543.
- **Q: What if I have a change of address, telephone number, employer or other important information?**
A: Contact the Corrections Recruiter at (407) 836-3543 or send the change in writing to:

Orange County Corrections Department
Human Relations / Recruitment Section
P. O. Box 4970
Orlando, FL 32802-4970

- **Q: How can I find out about other job opportunities?**
A: You can find out about other job opportunities with Orange County Government by doing any of the following:

Website: www.orangecountyfl.net
Orange TV (Check local listing)
Visit Orange County Human Resources Office at 450 E. South St.

Thank you for your interest in career opportunities with Orange County Corrections. Good luck!