

# Scott County Detention Center

130 N. Court Street  
Georgetown, Ky. 40324  
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Jailer Derran C. Broyles

## Deputy Jailer Job Description

A Scott County Deputy Jailer (a duly sworn Peace Officer in the Commonwealth of Kentucky) maintains the safety, security, and general order of the Scott County Detention Center at all times in a safe and professional manner.

The duties include the following:

- Care and custody of inmates
- Booking, photographing, fingerprinting of new inmates
- Recording, storing and release of inmate property
- Searching inmates and their cells for contraband
- Classification of inmates
- Triage inmates for Mental Health Evaluation
- Assess inmate medical needs
- Pass out food trays, clean linens and clean uniforms to inmates
- Maintain order during recreation, religious services and other inmate programs
- Supervise visitation
- Monitor incoming mail
- Perform emergency first aid on inmates
- Assist with administrative and custody duties of inmates in District and Circuit courts
- Write bonds as required for inmate release
- Make entries into log books of facility
- Investigate inmate violations
- Discipline inmates in accordance with policy and procedures
- Testify in court, as needed
- Transport inmates to other facilities, and appointments
- Secure lockdown of inmates in evenings
- Supervise inmates on Community Service Program
- Complete mandatory annual training