

WAYNE COUNTY

Human Resource Department

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PROBATION OFFICER TRAINEE

Examination Number	# 69-881 O.C.
Examination Date:	June 2, 2012
Last Filing Date:	April 20, 2012
\$ 10.00 (Non-refundable) Application Fee must be submitted with completed application	
Use of a Calculator is ALLOWED	

APPLICANTS MUST BE A RESIDENT OF WAYNE COUNTY FOR AT LEAST ONE MONTH PRECEDING DATE OF THE WRITTEN TEST.

The eligible list will be used to fill vacancies that may occur within the Wayne County Probation Department.
*A guide to taking the examination for Probation Officer is available on the New York State Department of Civil Service website at <http://www.ccs.state.ny.us/testing/localtestguides.cfm> or in the Wayne County Human Resource Department no later than 60 prior to the test date.

2012 Hourly Rate: \$ 20.28

The trainee level is used to recruit to the probation field college graduates with a career interest in probation. Trainees received on the job training while performing duties of a limited professional nature under close and continuing supervision. Trainee appointments are for a period of one year, following which incumbents receiving satisfactory ratings will be advanced to the titles of probation officer without further examination.

Minimum Qualifications: Bachelor's degree from a regionally accredited college or university, or one recognized by the New York State Education Department, with at least thirty (30) credit hours in the social or behavioral sciences.

Appointees are subject to finger printing by Division of Criminal Justice Services and may be responsible for a \$ 75.00 fee. Applicants may be subject to an extensive background investigation.

Subjects of examination: A written test designed to evaluate knowledge, skills and /or abilities in the following areas:

1. Establishing and maintaining working relationships with defendants/respondents and probationers

Questions present descriptions of situations typically encountered in working with clients in such areas as obtaining information from clients and exploring clients' social, psychological or legal problems. Candidates will be required to choose the best analysis of, solution to, or approach for handling the problem described. In addition, some questions may test for understanding of correct reasons, arguments or factors regarding typical concepts encountered in working with clients.

2. Preparing Written Material These questions test for the ability to write the kinds of reports and correspondence required in criminal justice settings such as probation and parole. Some questions test for the ability to present information clearly and accurately. Others test for the ability to organize paragraphs logically and comprehensibly.

Issued 2/27/12

AN EQUAL OPPORTUNITY EMPLOYER

Please see other side for important information

Probation Officer Trainee Test Questions Philadelphia County

Julia Schneider



Probation Officer Trainee Test Questions Philadelphia County:

Federal Probation ,1963 **Resources in Education** ,1994-11 Operating a Defender Office National Institute of Justice (U.S.),1980 **BNA's Employment Discrimination Report** ,2010 **The Expositor and Current Anecdotes** ,1910 **Cincinnati Magazine** ,2001-08 Cincinnati Magazine taps into the DNA of the city exploring shopping dining living and culture and giving readers a ringside seat on the issues shaping the region **The Civil Service Record** ,1881 *The Living Church* ,1919 Program Plan National Institute of Justice (U.S.),1969 *Outlook* Alfred Emanuel Smith,Francis Walton,1887 *Western City* ,1953 *The Western Christian Advocate* ,1907 **The Christian Union** Henry Ward Beecher,1887 **Western City Magazine** ,1953 *The Christian Union* ,1887 **Bulletin to Management** Bureau of National Affairs (Arlington, Va.),1989 **LEAA Newsletter** United States. Law Enforcement Assistance Administration,1970 The Survey Edward Thomas Devine,Paul Underwood Kellogg,1917 Government Employee Relations Report ,1999 *United States Code Service, Lawyers Edition* United States,1936

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Table of Contents Probation Officer Trainee Test Questions Philadelphia County

1. Understanding the eBook Probation Officer Trainee Test Questions Philadelphia County
 - The Rise of Digital Reading Probation Officer Trainee Test Questions Philadelphia County
 - Advantages of eBooks Over Traditional Books
2. Identifying Probation Officer Trainee Test Questions Philadelphia County
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Probation Officer Trainee Test Questions Philadelphia County
 - User-Friendly Interface
4. Exploring eBook Recommendations from Probation Officer Trainee Test Questions Philadelphia County
 - Personalized Recommendations
 - Probation Officer Trainee Test Questions Philadelphia County User Reviews and Ratings
 - Probation Officer Trainee Test Questions Philadelphia County and Bestseller Lists

5. Accessing Probation Officer Trainee Test Questions Philadelphia County Free and Paid eBooks
 - Probation Officer Trainee Test Questions Philadelphia County Public Domain eBooks
 - Probation Officer Trainee Test Questions Philadelphia County eBook Subscription Services
 - Probation Officer Trainee Test Questions Philadelphia County Budget-Friendly Options
6. Navigating Probation Officer Trainee Test Questions Philadelphia County eBook Formats
 - ePub, PDF, MOBI, and More
 - Probation Officer Trainee Test Questions Philadelphia County Compatibility with Devices
 - Probation Officer Trainee Test Questions Philadelphia County Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Probation Officer Trainee Test Questions Philadelphia County
 - Highlighting and Note-Taking Probation Officer Trainee Test Questions Philadelphia County
 - Interactive Elements Probation Officer Trainee Test Questions Philadelphia County
8. Staying Engaged with Probation Officer Trainee Test Questions Philadelphia County
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Probation Officer Trainee Test Questions Philadelphia County
9. Balancing eBooks and Physical Books Probation Officer Trainee Test Questions Philadelphia County
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Probation Officer Trainee Test Questions Philadelphia County
10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Probation Officer Trainee Test Questions Philadelphia County
 - Setting Reading Goals Probation Officer Trainee Test Questions Philadelphia County
 - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Probation Officer Trainee Test Questions Philadelphia County
 - Fact-Checking eBook Content of Probation Officer Trainee Test Questions Philadelphia County
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
14. Embracing eBook Trends
- Integration of Multimedia Elements
 - Interactive and Gamified eBooks

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