



**BERNALILLO COUNTY METROPOLITAN COURT  
JOB RECRUITMENT ANNOUNCEMENT**

HUMAN RESOURCES DIVISION  
401 Lomas NW  
Albuquerque, NM 87102

Telephone: (505) 841-9819  
Fax No.: (505) 222-4823

Email: [metrjobs-grp@nmcourts.gov](mailto:metrjobs-grp@nmcourts.gov)

**APPLY NOW:** [https://webapps.metrocourt.state.nm.us/HRjobsapp/job\\_ops](https://webapps.metrocourt.state.nm.us/HRjobsapp/job_ops)

**SURVEILLANCE OFFICER**  
Standard Probation Division

**Opening Date: January 27, 2025**  
**Closing Date: February 7, 2025**  
**Pay Range: \$17.066 - \$21.258/Hourly**  
**Target Pay: \$20.00/Hourly**

**Position No. 31490**  
**Position Status: Full-Time, Perm**  
**Standard Probation Division or as assigned**

*Pursuant to the US Department of Justice, when conducting drug testing, the person performing the test must observe directly the submission of the sample by the person being tested, and both the observer and the donor must be of the same gender. At this time, the Court requires a male technician to conduct submissions of male urine samples for analysis.*

**Essential Tasks:** Track and administer urine drug tests. Document all interactions with program participants in the program and track participant's compliance; verify specimen identity and integrity and specimen tracking. Maintain accurate files and records; being organized and detail oriented; maintain drug testing equipment and supplies. Work effectively with diverse and sometimes difficult clientele; deal with conflict and hostile individuals or individuals under the influence of drugs or alcohol. A more comprehensive job description is available at <http://metro.nmcourts.gov> or may be obtained in the Human Resource Division of the Metropolitan Court.

**Qualifications:** High school diploma or GED. Education Substitution: None. Two (2) years of experience in social services, probation, as a corrections officer, or work in a related field. Experience Substitution: Additional post-secondary education in a related field may substitute for experience. Thirty (30) semester hours equals one (1) year of experience. **Post-offer background history and fingerprint check is required.**

**Working Conditions:** The following functions are representative, but not all-inclusive of the work environment and physical demands an employee may expect to encounter in performing tasks assigned to this job. Work is performed in an office or court setting. A valid driver's license and travel may be required. The assigned work schedule may include nights, weekends, holidays and overtime. The employee must regularly interact positively with co-workers, clients, the public, and judges and justices.

*Applicants interested in applying should complete a New Mexico Judicial Branch Application for Employment (Revised 07/29/24) or a Resume Supplemental Form (Revised 07/29/24) and submit with a signature and date to the Human Resources Division prior to 5 p.m. on the closing date. Mailed applications must be received by 5 p.m. on the closing date. If you would like to receive a text message when job opportunities become available, please visit the following website: [https://webapps.metrocourt.state.nm.us/HRjobsapp/job\\_ops](https://webapps.metrocourt.state.nm.us/HRjobsapp/job_ops)*

**The Bernalillo County Metropolitan Court is an Equal Opportunity Employer and applicants selected for an interview must notify the Human Resource Division at (505) 841-9819 of the need for an accommodation.**