

# Security Officer

Starting \$13.00 hour

Duties may include, but are not necessarily limited to the following:

Respond to emergencies.

Greet all residents, guests; visitors and workers entering our property.

Provide needed passes and or transponders to entrants.

Patrol premises 24/7/365 noting violations and providing safety compliance for all.

Provide necessary security and safety compliance through enforcing company regulations.

Job Requirements:

Must be 21 years of age or over

Must have a valid driver's license with no accidents or tickets within the last 5 years.

Must be able to lift a minimum of 75 lbs.

Have strong competence in Microsoft Programs and excellent skills in phone/email correspondence.

Must be available to work weekends, holidays, overnight and/or graveyard shifts. A flexible schedule is necessary.

This position requires an individual who has an outgoing and energetic personality.

Must provide:

Proof of eligibility to work in the United States. A valid driver license and proof of insurance with a good driving record. Need reliable transportation to and from work for all shifts; must be able to perform walking and vehicular patrols. Must be in good physical condition with the ability to lift up to 75 lbs.

Ability to communicate effectively in English, both orally and in written reports. Bi-lingual appreciated. Applicants will be expected to have good character and must pass a background check that includes a clean MVR and drug screening. Strong critical thinking skills and demonstrable good judgment are important in a sometimes fast paced and multi-tasking environment. Good organizational skills and attention to detail is important. Flexible work availability preferred. Be prepared to work all shifts, including swing and/or graveyard, weekends, with occasional overtime possible when needed. Safety Officers monitor security systems and access control to property. We greet all residents, guests, visitors and workers entering property. Officers will, with training, investigate and resolve disturbances and contact local emergency response as necessary. The Safety Department may help with set up and security during company special events; courier duties; and assist staff from other departments when requested. Must be willing to work holidays.

No Guard Card Necessary.

AED / 1st Aid / CPR; Fire Extinguisher & Golf Cart Operational and Safety training provided. We are student; military; and retiree friendly, and an E.O.E. employer. One part time positions available, which could potentially turn into a full-time position. Benefits available for full time employees.

Job Type: Part-time