

SECURITY OFFICER

Brief Description of Job Functions & Selection Requirements

SECURITY OFFICER

– Brief Description of Job Functions

- Required to carry firearm.
- Works at a facility or campus to detect or prevent acts which are injurious to others or to property.
- Conducts searches of individuals for weapons, illegal devices, or contraband and detains individuals for further investigation or arrest.
- Intervenes on behalf of lower level security personnel and/or assists them in the absence of a supervisor or sworn personnel.
- Ensures that only authorized persons are permitted access to closed or restricted areas and detains unidentified or unauthorized persons.
- Explains and interprets organizational procedures and practices to lower level security personnel.
- Monitors alarm systems and electronic surveillance equipment and responds to locally activated fire, burglary or other alarms.
- Writes daily activity, incident and non-employee injury reports.

SECURITY OFFICER

- Selection Requirements

1. 18 years old at time of filing
2. U.S. high school diploma or its equivalent, or GED . Foreign transcripts must be evaluated.
3. U.S. Citizen or Permission to work in United States
4. Valid California Class C Driver's License required in order to perform job-related essential functions. All applicants **must possess** a valid California class "C" driver's license or higher **by the date of hire**.

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