



Position: Armed/Un-Armed Security Officer
Program: Administration / Facilities
Reports to: Facilities Supervisor
Salary: \$16 - \$25.00 per hour
Status: 100%, Full Time, Non-Exempt
Probation: 90 days

ESSENTIAL FUNCTIONS:

- Ensure that the grounds and facilities are safe and secure for staff and clients;
- Patrol the grounds and parking lot at regular intervals;
- Escort unruly people off the property and call for police assistance when needed and appropriate;
- Monitor security systems, panic buttons and fire alarm systems;
- Ensure proper closing and securing of the facility and the surrounding grounds;
- Make sure no one remains in the building (check bathrooms and group rooms, as well as departments) after closing;
- Check and lock all doors, parking lots & drive ways, turn off fans, lights, and all-day use equipment, activate alarm systems and secure building;
- Complete daily shift change, incident reports or other paper work, as directed, reporting all security activity, as well as read previous entries and memos to security;
- Other duties as assigned;

JOB QUALIFICATIONS AND EXPERIENCE:

- Minimum 1 year work experience as a security guard; will consider less based on qualifications
- Must have a demonstrated ability to deal with unruly people in a firm and non-antagonizing manner;
- Availability to work a rotating shift and weekend as scheduled;
- Must have transportation
- Must be able to work holidays
- Must have your own gear including weapons
- Must be able to work with others
- Must be able to work part time or full time
- Must be able to work weekends (A MUST)
- Must have all VALID/CURRENT permits
- Valid California Driver's license or ID
- Good grammar and writing skills a plus
- Bilingual in ANY languages and /or criminal justice degree a HUGE plus!
- Must be able to pass thorough background check and random drug screening.

TRAINING, CERTIFICATE LICENSURE:

- State of California Guard Card; Required
- Current CPR Certificate

Rapid Security Service Inc., is an Equal Opportunity Employer and is committed to fostering diversity within its staff. Applications are encouraged from all persons regardless of their race, color, ancestry, religious creed, national origin, sex, sexual orientation, gender identity, gender expression, medical/physical/mental condition, pregnancy/childbirth and related medical condition, age, marital status, or veteran status.