JOB POSTING

JOB TITLE: Security Guard, Licensed   04.2024

STATUS : Part Time ; Non-exempt; Mon-Fri 1pm-5pm

PAY RATE: $22/hour

PRIMARY FUNCTIONS:

- Maintain peace and good order while secondarily serving as a first responder to emergency situations involving threat of and/or active violence that may occur at VOC.
- Primarily operating from a fixed post, the Security Officer will:
    - Conduct periodic tours to secure areas
    - Provide customer service
    - Mitigate sudden behavioral occurrences; deter crimes, and check for irregularities
- Promote the protection of staff and clients and the property from theft or damage, or persons from hazards or interference.
- Greet and route residents and/or visitors and maintain logs and tracking documents as necessary.
- Willing to participate actively in program and agency special events as needed, be cross-trained and cross-train others in support of program objectives.
- Support the mission of the VOC, and collaboration both inside and outside of the organization.

REQUIRED QUALIFICATIONS:

- Valid NYS Driver's license.
- Active NYS Security Guard License.
- Valid CPR and first aid training certification card.

PREFERRED QUALIFICATIONS:

- Associate's degree in criminal justice field or an equivalent combination of 2-3 years' prior law enforcement, military police, or corporate security experience.
- Reliable, dependable, and capable of maintaining confidentiality.
- Excellent interpersonal/communication skills, works well with others and can interact effectively within a team.
- Military (or military spouse) or Law Enforcement experience is a strong preference.
- Ability to maintain a high level of professional poise, courtesy, tact, and resourcefulness in greeting and dealing with a diverse population of clients, visitors, and staff.
- Strong ethical character with ability to abide by VOC values of Respect, Integrity, Service and Excellence.

Veterans Outreach Center, Inc. is an equal opportunity employer.
Veterans of the U.S. Armed Forces are encouraged to apply.