



Job Title: Campus Security Officer

Job description

We are looking for a competent security officer to undertake the surveillance of our premises and the protection of our staff and visitors. You will be responsible for detecting any suspicious behavior and preventing vandalism, thefts, or other criminal behavior. A security officer must be well-trained in surveillance and dealing with perpetrators. The ideal candidate will inspire respect and authority as well as possess a high level of observation. The goal is to help the company maintain excellent working conditions by keeping our facilities safe and problem-free.

Responsibilities

- Patrol premises regularly to maintain order and establish presence
- Monitor and authorize entrance of vehicles or people in the property
- Remove wrongdoers or trespassers from the area
- Secure all exits, doors and windows after end of operations
- Check surveillance cameras periodically to identify disruptions or unlawful acts
- Investigate people for suspicious activity or possessions
- Respond to alarms by investigating and assessing the situation
- Provide assistance to people in need
- Apprehend and detain perpetrators according to legal protocol before arrival of authorities
- Submit reports of daily surveillance activity and important occurrences

Skills

- Proven experience as security officer or guard
- Knowledge of legal guidelines for area security and public safety
- Familiarity with report writing
- Excellent surveillance and observation skills
- Tech-savvy with experience in surveillance systems
- Trained in First Aid/BLS and self-defense
- Registered as a security officer
- High School diploma is required



Job Type: Full-time

Salary: \$12.00 - \$18.00 per hour

Schedule:

- 8-hour shift
- Weekend availability

Ability to commute/relocate:

- Little Rock, AR 72202: Reliably commute or planning to relocate before starting work (Preferred)

Please send resumes to: humanresources@philander.edu