

SCHOOL DISTRICT OF BAKER COUNTY

JOB DESCRIPTION

**SECURITY, DAY TIME CAMPUS**

**QUALIFICATIONS:**

- (1) High School Diploma
- (2) Some military, police or security experience preferred.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Ability and skill to read, understand, and follow school policies and procedures. Positive interpersonal skills. Ability to move about in a physically active manner. Skill in written and oral communication.

**REPORTS TO:**

Principal

**JOB GOAL**

To observe the security and protection of all students, staff, and property and to assist with traffic control.

**SUPERVISES:** N/A

**PERFORMANCE RESPONSIBILITIES:**

- \*(1) Observe and control the movement of traffic onto and off of the school's campus.
- \*(2) Assist with the direction of traffic coming on to campus and exiting of traffic through out the school day.
- (3) Perform other tasks consistent with the supervision of students, parents, and visitors moving about the campus.
- \*(4) Strictly follow Baker County Schools procedures for security as it relates to vehicular traffic.
- (5) Make daily written reports to the Principal.
- \*(6) Perform other incidental tasks consistent with the goals and objectives of this position.

**TECHNOLOGY ACCESS:** Basic Computer Skills

**PHYSICAL REQUIREMENTS:**

Medium Work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

**TERMS OF EMPLOYMENT:**

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

64.001

Day Time Campus Security (Continued)

**EVALUATIONS:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

\*Essential Performance Responsibilities

Job Description Supplement Code 9