

Security
Job Description
TULOSO-MIDWAY ISD

Job Title: Security

Wage/Hour Status: Hourly

Reports to: Director of Maintenance

Date Revised: 8/2023

Dept./School: Maintenance Dept.

Primary Purpose:

Under general supervision, provide security and protection for students and vehicles in student parking lot.

Qualifications:

Education/Certification:

High school diploma or GED. Valid Texas driver's license

Special Knowledge/Skills:

Ability to record information
Ability to follow verbal and written instructions
Ability to work effectively with high school students
Ability to communicate effectively (verbally)
Ability to work independently

Experience:

None

Major Responsibilities and Duties:

Student Management

1. Monitor student behavior and enforce school rules related to student conduct, vehicle operation and parking.
2. Resolve conflict or confrontation between students and report disturbances to principal or assistant principal.
3. Control traffic and parking on campus grounds.

Security and Parking

4. Work cooperatively with office personnel to inform students of problems with vehicles (i.e., improperly parked, lights on, etc.)
5. Assist law enforcement personnel as needed
6. Notify police, fire department or other appropriate authority of any situation requiring immediate attentions.
7. Give directions or act as a guide to authorized visitors.
8. Deploy barricades and traffic cones as necessary.

Security
Job Description
TULOSO-MIDWAY ISD

9. Walk campuses nightly to check that all doors are properly secure.
10. Check kitchen refrigerators and freezers for appropriate temperatures.
11. Other duties assigned.

Supervisory Responsibilities:

None.

Equipment Used:

Two-way radio.

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

Maintain emotional control under stress. Continual walking and standing; Work outside and inside. Exposure to extreme temperatures, dust, vehicle exhaust, and odors. May be subject to extreme physical acts of others (i.e., restraining students involved in altercations).

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.