

Security Officer

SALARY DETAILS

\$34.43 Hourly

APPLICATION FILING DATES

Open until filled

INFORMATION ABOUT LAUSD

We are LAUSD. We are at the forefront of innovation in public education, focused on a clear and inspiring vision of the future for all of our students as they venture forward on their journey as lifelong learners. Here, you will have the opportunity to exercise your potential in a role supporting the business of education. Our work directly contributes toward the goal of ensuring that our students graduate ready for the world – ready to thrive in college, career and life. LAUSD is the second-largest school district in the nation with an enrollment of nearly 575,000 students. We serve an area totaling 710 square miles, with over 1,190 schools and educational centers, and we employ over 74,000 individuals, making us one of the largest employers in our city.

JOB DUTIES/RESPONSIBILITIES

A **Security Officer** is a California peace officer who works part-time for the District in the protection of school property, students, and personnel by patrolling buildings and grounds while adult school classes and activities are being conducted. **Security Officers are part-time, limited-term employees.**

Typical duties include:

- Patrols adult school grounds and buildings while classes and activities are being conducted to prevent and control incidents of violence directed against school facilities, students, or personnel.
- Apprehends and interrogates suspects committing or attempting to commit crimes against school facilities or offenses to the persons of students or school personnel.
- Contacts and cooperates with local law enforcement agencies in preventing, controlling, and investigating antisocial or illegal activities by persons or groups directed against school facilities, students, or personnel.
- Makes immediate on-site investigations of crimes or offenses by collecting evidence and questioning witnesses.
- Prepares and submits crime, arrest, and incident reports.
- Assists in orienting school administrators and students regarding security measures.

Note: This class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and/or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any

time, as long as such addition or change is reasonably related to existing duties. To view the complete class description, visit us at [Security Officer - Class Description](#).

SHIFT OPTIONS

Below are the potential shift times for the upcoming schedule:

- Monday–Thursday: 4:30 PM – 9:30 PM
- Saturday: 7:30 AM – 12:30 PM or 8:00 AM – 1:00 PM

Please note that these shifts are tentative and will be finalized based on your availability. You do not need to commit to all of the listed times, simply let us know which shifts you can work, and we'll build the schedule accordingly. The maximum number of hours per week is 19.

MINIMUM REQUIREMENTS

EDUCATION:

- Graduation from high school or evidence of equivalent educational proficiency AND successful completion of a California Peace Officer Standards and Training (P.O.S.T.) accredited academy

EXPERIENCE:

- One year of experience in regular employment as a peace officer in a public law enforcement agency, and current employment in such an agency.

OR

- Retired peace officer from a California P.O.S.T. approved agency with status as a registered Security Guard with a firearms permit from the California Bureau of Security and Investigative Services and a California Concealed Weapon (CCW) permit.

SPECIAL:

- A valid driver's license to legally operate a motor vehicle in the State of California.
- Appointment is subject to fingerprinting, a review of conviction record, and a comprehensive background investigation.
- An appointee must qualify periodically with departmentally approved firearms at a designated police range.
- A California Concealed Weapon (CCW) permit must be maintained throughout employment.

SPECIAL PHYSICAL REQUIREMENTS:

- Normal visual field and depth, color, and hue perception
- Normal hearing in normal voice-range frequencies
- Agility and strength to make apprehensions and to protect self from attack

NOTE: Applicants must meet the entrance requirements at the time of application in order to move forward with the screening process.

DESIRABLE QUALIFICATIONS

The ideal candidate for Security Officer will have working knowledge of:

- Investigative and law-enforcement procedures and techniques
- California Penal Code and City and County ordinances relating to theft, burglary, arson, malicious mischief, trespass, and other criminal matters
- Laws related to arrest, search, and seizure
- Basic legal elements of crimes
- Sections of the California Welfare and Institutions Code that pertain to Juvenile Court law
- Regulations pertaining to the protection of buildings and grounds belonging to the District
- Local law-enforcement, service, and emergency agencies
- Regulations governing the use of radio broadcasting equipment
- Security measures and devices

The ideal candidate for Security Officer will have the ability to:

- Keep complete and accurate records
- Think clearly and logically, use good judgment, and make quick decisions in emergency situations
- Remember names, faces, and details of occurrences
- Communicate effectively orally and in writing
- Deal effectively and maintain good relations with students, school personnel, police officers, and the public

APPLICATION PROCESS

Applicants must submit a Job Interest Form and meet the minimum qualifications to be considered. Qualified candidates will be contacted to complete a pre-screen questionnaire and submit required documentation. Those who pass the screening process will be invited to participate in an interview. Final candidates will be selected based on interview results and required to complete a temporary application, fingerprinting, and onboarding steps, including orientation and training.

Please be sure to monitor your spam/junk folder so that important information, instructions, and deadlines regarding your application are not missed. Please also be sure to include correspondence from the lausd.net as approved senders to your email. If you have questions regarding these instructions or the process in general, please contact Monica Topete at monica.topete1@lausd.net.

INTERESTED IN APPLYING?

Click the link below or copy and paste it into your browser to get started. Complete the Job Interest Form and a recruiter will be in touch soon:

<https://forms.gle/ajZJ1XaEepPJukxu9>

The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion. Reasonable accommodations in

completing an application and testing are available to individuals with disabilities. Please call (213) 241-3455 for more information.

ADDITIONAL POSTING INFORMATION

The Los Angeles Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation, abusive conduct, or bullying. The District prohibits discrimination, harassment, intimidation, abusive conduct or bullying based on actual or perceived race or ethnicity, gender/sex (including gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactation status and related medical conditions), sexual orientation, religion, color, national origin (including language use restrictions and possession of a driver's license issued under Vehicle Code), ancestry, immigration status, physical or mental disability (including clinical depression and bipolar disorder, HIV/AIDS, hepatitis, epilepsy, seizure disorder, diabetes, multiple sclerosis, and heart disease), medical condition (cancer related and genetic characteristics), military and veteran status, marital status, registered domestic partner status, age (40 and above), genetic information, political belief or affiliation (unless union related), a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state or local law, ordinance, or regulation in any program or activity it conducts or to which it provides significant assistance. For inquiries or complaints, contact our Equal Opportunity Section, (213) 241-7685.

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