

|  |
| --- |
| **Campus Safety Officer – Part-Time** |
|  |  |
| **Campus:** | Americus |
|  |  |
| **General Duties:** | Maintains security and order on a technical college campus. Guards and monitors buildings; Answers alarms and investigates disturbances; Responds to criminal complaints and vehicle and other accidents; Inspects assigned area for fire or environmental hazards; Monitors and authorizes entrance and departure of employees, visitors, and other persons to guard against and maintain security of premises; Patrols premises to prevent and detect signs of intrusion and ensure security of doors, windows, and gates; Responds to fires, natural disasters or other hazardous events; Warns persons of rule infractions or violations, or evicts violators from premises. Writes reports of daily activities and irregularities; Provides security for events; all other duties assigned. |
|  |  |
| **Education Requirements:** | High School diploma or GED. |
|  |  |
| **Minimum Qualifications:** | Ability to differentiate between colors. Ability to work well with others. Excellent written and oral communication skills. Available to work weekends, day, evening and morning shifts. Valid drivers’ license. |
|  |  |
| **Preferred Qualifications:** | Previous working experience in a safety monitoring environment, law enforcement or military experience. |
|  |  |
| **Schedule Requirements:** | Must be willing to work a flexible schedule which may include (7-3; 3-11; and 11-7). Position is not to exceed 25 hrs. per week.  |
|  |  |
| **Background Requirements:** | Candidates must pass a criminal background check, MVR, and drug screening |
|  |  |
| **Compensation:** | $15.00 per hour. This is a part-time temporary position, up to 25 hours per week. |
|  |  |
| **Benefits:** | Does not include State of GA benefits or a promise of future full-time employment.  |
|  |  |
| **Reports to:** | Chief of Police Department |
|  |  |
| **Application Deadline:** | Until filled |
|  |  |
| **Application Instructions:** | Please complete our SGTC application on our website [**www.southgatech.edu**](http://www.southgatech.edu) access this by clicking on the link **Careers @ SGTC**. For further assistance call the Human Resources Office at (229) 931-2454 or (229) 931-2450 or by emailing Erika.Carrillo@southgatech.edu or Suzanne.Singletary@southgatech.edu.  |
|  |  |
| **Notices:** | Pursuant to college policy, a thorough background investigation, including a criminal history check, shall be conducted on all candidates prior to being hired for any position with SGTC. |
|  |
| Position Number: | 00144638 | Job Code: | H1701 |