



Workforce Solutions –Astrodome

9315 Stella Link Rd, Houston, TX 77025

WEDNESDAY, FEBRUARY 15, 2017 & FEBRUARY 22, 2017

FROM 10:00AM-12:00PM

HIRING FOR SECURITY OFFICERS

General Functions:

- Patrol facility or man post as instructed and serve as a general security presence and visible deterrent to crime and client rule infractions detect suspicious activities and watch for criminal acts or client rule infractions at or near assigned post which may be a threat to the property, client or employees at the site.
- Report all incidents, accidents or medical emergencies.
- Respond to emergencies, such as medical and bomb threats, and to alarms, such as fire and intrusion by following emergency response proceedings.

Essential Functions:

- Patrolling exterior of site in a company vehicle
- Control speeds in parking lots.
- Record license plates for citations.
- Sign in/out visitors, employees, contractors.
- Make badges on computer for accesses.
- Door checks
- Patrol interior – check and record - Card round, temperatures in boiler room, freezers, and kitchen coolers.

Basic Qualifications:

- Must be at least 18 years of age or older as required by applicable law or contractual requirements.
- Valid Texas Driver license, to operate company vehicle.
- Basic computer skills

ADDITIONAL INFORMATION ON THE BACK PAGE

Education:

- Must have a high school diploma or GED, or experience gained through at least 10 years of verifiable employment history.
 - Successful completion of the company Security Officer Basic Course exam.
 - Work History/ Commitment:
 - At least one verifiable employer or Associates degree.
 - Ability to communicate effectively in English, both orally and in writing, for the purpose of public interaction and report writing.
 - Authorized to work in the United States, (the law requires employers to verify the I-9 information by the end of the third day of an employee's employment).
 - Ability to perform essential functions of the position with or without reasonable accommodation.
 - Ability to maintain satisfactory attendance and punctuality standard.
 - Neat and professional appearance.
 - Friendly and professional demeanor.
 - Ability to provide quality customer service.
 - Ability to handle typical and crisis situations efficiently and effectively at client site.
 - Demonstrated ability to gain and maintain appropriate state and local permits and licenses.
 - Need reliable transportation.
- ❖ Convictions will be reviewed on a case by case basis; convictions will not necessarily bar a candidate's employment.

JP# 7174966

*Workforce Solutions is an equal opportunity employer/ program. Auxiliary aids and services are available upon request to individuals with disabilities. (Please request reasonable accommodations 48 hours in advance.)
Texas Relay Number: 1.800.735. 2989 (TDD) & 1.800.735.2988 (Voice)*