



Programs of the Western Pennsylvania School for the Deaf

POSITION TITLE:

Security Officer (3:00 PM – 11:00 PM Wednesday-Sunday)

REPORTS TO:

Director of Campus Safety and Security

LOCATION:

Western Pennsylvania School for the Deaf
300 E Swissvale Ave
Pittsburgh, PA 15218

POSITION OPENING:

ASAP

JOB

DESCRIPTION:

This is a full time and non-exempt position. Responsibilities include securing the buildings and grounds for safety and protection of students, staff and visitors, patrols a 17-acre campus with 17 buildings by walking or walking rounds, reports on gauges and temperatures to ensure regular check-up on boiler and refrigerator equipment, responds to alarms and assists in transporting to and from Health Center, warns off trespassers, monitors police activity scanner, daily reports on lights out and other maintenance requests, supervises parking, assists students, staff and visitors as appropriate, provides security at special events.

MINIMUM

QUALIFICATIONS:

High school/GED with Security experience. A valid PA Driver's License required.

SIGNING REQUIREMENTS:

The Sign Language Proficiency Interview for the position is "Survival." The minimum level accepted at hire is "No Functional Skills."

CLEARANCES REQUIRED:

PA Criminal Background, PA Child Abuse, and FBI Clearance required.

APPLICATION

PROCEDURE:

Send letter of application and resume to:

Lauren Hayes
Director of Human Resources
Western Pennsylvania School for the Deaf
300 East Swissvale Avenue
Pittsburgh, Pennsylvania 15218
lhayes@wpsd.org

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