

22 _____ Proposed Contract: 0002
22 _____ Anticipated Completion: 1.03

- M

Work is performed under direct supervision. Participate in training programs. Apply University safety and security policies and processes to field situations. Participate in training activities relating to the use of specialized equipment and techniques. Under guidance of Team Lead / Trainer, apply basic security officer practices and procedures. Assist in protecting life and property, conduct patrols, and participate in other training activities.

Work is performed under intermittent direction. This level is differentiated from level one by the ability to perform job functions independently and is considered fully trained. May Lead** Level 1 (Recruit) activities. Patrol premises to prevent and detect signs of intrusion and ensure security of facilities. Call police or fire departments in cases of emergency. Circulate among visitors, patrons, or employees to preserve order and protect property. Warn persons of rule infractions or violations, and follow department and University policy on further action. May resolve conflicts with the public. Maintain public order or security. Operate security-related surveillance or computer equipment. Provide assistance to individuals in need. Secure buildings and premises. Answer alarms and investigate disturbances. Monitor and may authorize entrance and departure of persons on University property. Write reports of daily activities and irregularities. Escort or drive motor vehicles and may transport individuals to specified locations.

Same as Level One plus knowledge of University of Alaska protocols and procedures. Excellent verbal and written communication skills. Ability to use security equipment or tools. Ability to teach others. Ability to make decisions and solve problems. Ability to work with the public. Ability to interpret federal, state and local policies, procedures, and processes. Ability to lead**

High school graduation or GED; college experience preferred. In addition, one (1) year of experience in the security field, event staffing, or public safety is required.

Work is performed under administrative supervision. Serve as an expert resource, and conduct training sessions as needed.

Approved: _____ Date: _____
Approved: _____ Date: _____

Approved: _____ Date: _____
Approved: _____ Date: _____

Approved: _____ Date: _____
Approved: _____ Date: _____



- ** _____ Provide day-to-day guidance, training and direction for staff in addition to other duties. Regularly assign and review work. Individuals must be fluent in the assigned area of responsibility.
- ** _____ Hire, train, evaluate performance and initiate corrective action.