



## Security Officer

### Administrative Services Division

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Lucas County Children Services (Toledo, Ohio) is seeking candidates for its Security Department. Candidate will provide security functions to ensure safety of Lucas County Children Services staff, building and property.

- Performs safety and security checks of building including, monitoring security cameras and parking garage.
- Acts as first responder to all emergency situations and contacts local police and emergency personnel as necessary.
- Monitors specified client visitations and assists staff in dealing with visitors/clients. Writes reports and logs all accidents and incidents.
- Performs background checks via internal and external systems.

#### **Minimum Qualifications**

- High School diploma or equivalent required.
- Experience or education (prefer 2-year degree in law enforcement) in safety and security practices and in public/human relations. Ability to receive CPR and First Aid certification required.
- Ability to communicate clearly and effectively.
- Ability to operate personal computer or ability to learn.
- Valid driver's license. Home/Cell phone number required.
- Physical examination required after job offer is made to ensure ability to perform all essential duties.
- Ability to work effectively in a multi-cultural work environment required.

**Full-time (Schedules will vary between day, evening and overnight shifts with weekend work required).**

Salary Range: \$39,603.20 - \$55,437.20 Annually

Hours Per Week: 35

*As an Equal Opportunity Employer, we are committed to a diverse work force.*

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