

# NOTICE OF JOB OPENING

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<b>Posting Begins</b>	February 28, 2019	<b>Posting Ends</b>	Open Until Filled
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<b>Position Title</b>	<b>SECURITY OFFICER- UNARMED</b>
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<b>Department</b>	Police	<b>Division</b>	Security
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X	New Position	X	Full-time	40+	Hrs./Week
	Replacement		Part-time A		Hrs./Week
	Seasonal Temporary		Part-time B		Hrs./Week

<b>Location of Position</b>	Unified Government Buildings
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**BRIEF JOB DESCRIPTION:** Responsible for assisting with security to the Unified Government buildings, employees and citizens. Duties include checking bags, monitoring and operating metal detectors, surveillance cameras, and prevent firearms from being brought into government buildings. Observe and report any safety or security issues and provide information verbally or in written report using accurate, detailed information. This position is subject to work non-traditional hours including weekends and holidays.

**MINIMUM QUALIFICATIONS:** High School Diploma or GED or any equivalent combination of education and experience sufficient to successfully perform the essential duties of the job and 18 years of age. Must be able to pass basic security course. Course involves verbal communication skills and applicable law as it pertains to job functions and self-defense techniques. Preferred qualifications include knowledge of applicable laws and regulations, including those pertaining to search and seizure, as well as knowledge in security procedures, methods, and protocol. Valid Driver's License required at the time of application.

**SUCCESSFUL APPLICANT IS REQUIRED TO TAKE  
CVSA (Computerized Voice Stress Analysis), PSYCHOLOGICAL EVALUATION,  
PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN**

<b>Salary Range</b>	\$15.55-\$19.79/hour	<b>PI #</b>	Multiple	<b>Class. Code</b>	5344
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It is the policy of the Unified Government not to discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, religion or creed, sex, age or disability. All applicants for this position who do not presently hold a safety sensitive position with the Unified Government will be required to submit to a drug test after successful bid and before actual appointment.

**MUST BE A RESIDENT OF WYANDOTTE COUNTY OR WILLING TO RELOCATE  
PUBLIC LAW REQUIRES ALL NEW APPOINTEES TO SUBMIT PROOF OF IDENTITY AND  
EMPLOYMENT ELIGIBILITY**

*The United Government of Wyandotte County / Kansas City, Kansas is an Equal Opportunity Employer and values diversity in its workforce.*

**EOE**