



City of Los Angeles



POSITIONS AVAILABLE FOR PART-TIME SECURITY OFFICER

(Maximum of 1,040 hours per service year)
Salary \$20.13 per hour. Uniforms will be furnished.

The Los Angeles Police Department's Security Services Division (SECSD) is interested in filling positions for Security Officer on an as-needed basis.

Duties:

A Security Officer patrols and safeguards City-owned buildings, parks, reservoirs, facilities, grounds, and equipment; answers questions and directs visitors/patrons; assures that only authorized persons enter buildings, yards, and other restricted areas; prepares reports and keeps records; may make preliminary investigations of accidents, thefts and disturbances; may issue warnings or citations for illegal parking; may testify in court and may detain violators pending the arrival of peace officer.

As-needed Security Officers are part-time employees who may be pre-scheduled or on-call. The shifts are daytime, evening, graveyard, weekends, and the hours vary from day to day. Work hours range from 0-20 hours a week. Security Officers may work indoors or outdoors.

Requirements:

- Must be at least 18 years of age.
- Must possess a valid California driver's license.
- Must pass a pre-employment background investigation, including but not limited to fingerprints, criminal history, employment history, financial history and driving record.
- Must pass a comprehensive medical examination given by a City physician.
- Must have reliable transportation.
- Paid experience in public safety or customer service preferred, but not required.
- PC 832 Arrest and Firearms Course (PC 832 Course) certificate preferred, but not required.

Note: The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.

***** We are looking for someone who is dependable, flexible, and responsible! *****

Interested applicants may access a PDF copy of the application by visiting:

<http://per.lacity.org/application.pdf>

The completed and hardcopy application must be mailed or hand-delivered to the following address:

Los Angeles Police Department
Personnel Division/Civilian Employment Section
100 West First Street, Suite 228
Los Angeles, CA 90012
(213) 486-4660

ONLY ORIGINAL SIGNED APPLICATIONS WILL BE ACCEPTED. NO FAXES OR EMAILED COPIES.

Filing may close without prior notice any time after sufficient applications are received. Applications are subject to review and only the most qualified will be invited to participate in the interview process.

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

www.LAPDOnline.org
www.joinLAPD.com