



RECRUITMENT

Security Officer, Healthcare Division/Los Angeles

April 27, 2012 10am – 12 Noon

Please bring your resume, Good Customer Service, Professional attire,
and be prepared to be interviewed...

NO LATE ARRIVALS

At Metro North WorkSource Center

JOB SUMMARY: Primary functions include being a First Responder to emergency situations at the Healthcare facility assigned facilities. Makes periodic tours to secure areas, provide customer service, mitigate behavioral sudden occurrences, deter crimes, and check for irregularities and to inspect protection devices and fire control equipment. Preserves order and may enforce regulations pertaining to personnel, visitors, and premises. Assist with the functions of physical and personal security and safety measures of members, patients, staff, and visitors. Protects staff and property from theft or damage, or persons from hazards or interference, including the potential for violence in the workplace.

MINIMUM HIRING STANDARDS

Must be at least 18 years of age

Must have a reliable means of communication (i.e., pager or phone)

Must have a reliable means of transportation (public or private)

Must have the legal right to work in the United States

Must have the ability to speak, read, and write English

Must have a High School Diploma or GED.

Must be willing to participate in the Company's pre-employment screening process, including drug screen and background investigation

- Ability to maintain professional composure when dealing with unusual circumstances.
- Courteous telephone manner.
- Ability to adapt to changes in the external environment and organization.
- Ability to write routine correspondence, including logs and reports.
- Good organizational skills.
- Ability to provide high quality customer service.
- Good interpersonal skills, with the ability to interact effectively at various social levels and across diverse cultures.

LICENSURE OR CERTIFICATION

Must have valid Government issued Driver's License or valid state issued I.D. card, Bureau of Security and Investigative Services Certification or Guard Card.

LANGUAGE SKILLS

Ability to read and interpret documents such as police reports, local and state law, instructions and procedure manuals. Ability to write accurate, clear and concise crime, incident and investigative reports. Ability to communicate effectively with patients, medical staff, employees and visitors.

EXPERIENCE

Security, military, or law enforcement related experience preferred.

Metro North WorkSource Center

342 N. San Fernando Rd, Los Angeles, CA 90031, (323) 539-2000



Auxiliary aids and services are available upon request to individuals with disabilities. For more information, call (323) 539-2000. Goodwill Southern California provides, upon request, reasonable accommodation to ensure equal access to its programs, services and activities. The TTY/TTD phone number is (323) 539-2057 Please contact our staff 72 hours in advance. – Equal Opportunity Employer/Program