



**POSITION OPENING**

8/22/2019

**POSITION TITLE:** Security Officer (11 PM – 7 AM Monday-Friday)

**LOCATION:** Scranton School for Deaf and Hard of Hearing Children  
Clarks Summit, PA

**REPORTS TO:** Supervisor of Plant Operations

**JOB DESCRIPTION:** This position is a non-exempt, 10-month position.  
Responsibilities: Secures the buildings and grounds for safety and protection of students, staff and visitors; patrols the campus buildings and grounds on a regular basis; ensures visitors are on campus for a legitimate reason and notifies the front desk; responds to alarms as needed; warns off trespassers, monitor police activity scanner; daily reports on lights out and other maintenance requests; supervises parking; assists students, staff and visitors as appropriate; provides security at special events; writes a daily summary log of security related events.

**MINIMUM QUALIFICATIONS:** High School diploma or equivalent at minimum. Security Officer must have experience in security procedures in a school facility or undergo on-the-job training at this facility. Police/military experience preferred. Lethal Weapon Training Act 235 preferred.

PA State Police Criminal Clearance; PA Child Abuse Clearance; FBI Clearance; Act 82 required.

The Sign Language Proficiency Interview (SLPI) for the position is "Survival." The minimum level accepted at hire is "No Functional Skills."

**APPLICATION PROCEDURE:** Send letter of application and resume to:  
Dori Bachar  
Director of Human Resources  
Western Pennsylvania School for the Deaf  
300 East Swissvale Avenue  
Pittsburgh, Pennsylvania 15218  
E-mail: dbachar@wpsd.org

The Scranton School for Deaf and Hard of Hearing Children does not discriminate in its programs of education, employment, and all other activities on the basis of race, color, national origin, ancestry, sex, age, religion, disability, or sexual preference.

