

JOB DESCRIPTION

POSITION TITLE: PART TIME SECURITY GUARD
DEPARTMENT: SECURITY
SUPERVISOR SECURITY GUARD SUPERVISOR

Brooklyn Children’s Museum is seeking a Part Time Security Guard reporting directly to the Security Guard Supervisor. The position requires “Security Guard Training Certificate” recommended by the New York State Security Guard Advisory Council and “FO3 Certificate of Fitness”. This is a part-time position of up to 28 hours per week.

REQUIREMENTS:

- Assist and follow Security Guard Supervisor in charge.
- Fully familiarized with Employee’s Handbook
- Ability to recognize, prioritize and proactively address security shortcomings that negatively impact visitor safety & experience.
- Ability to present a friendly, welcoming presence in the Museum, surroundings and to interact in a friendly welcoming way with visitor and BCM community.
- Ability to work independently as well as taking directions and work well in a team environment that requires all members of the security team to be active in maintaining the Museum in high standard for maximum visitor experience.
- Flexibility to adjust schedule to cover for other members in the department.
- Ability to use email and internet
- Complete daily, weekly, monthly checklist security building tours to ensure a secure and safety building and surroundings.
- Perform other duties as needed.

PHYSICAL DEMAND

This position demands good physical and mental health. The part time security guard is required to stand, walk, sit, climb or balance, stoop, kneel, crouch, crawl, talk, hear, and work a flexible Museum schedule. S/he must be able to move continuously during work hours. Specific vision abilities required by this job include close vision, distance vision, color vision and depth perception. This position requires attention to detail and to be cordial in assist visitors, good judgement, common sense, and the ability to work independently as well as collaboratively with the security department team.

WORK SCHEDULE

Part time position. Require weekend and evening hours.

Up to 28 Hours per week, with occasional late nights, special events, absentee coverage and other circumstances. Flexibility to be available as needed.

PAY RATE:

\$15/Hour