

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV47622
Job Class Code:	660	Salary Schedule:	AREG
EEO Category:	04	Grade:	15
Workers Comp Code:	7720		

Job Code Established:	09/29/69	Effective Date:	
Job Code Revised:		Effective Date:	

JOB CODE SERIES: Security Series

JOB CODE TITLE: SECURITY OFFICER II

HRIS TITLE: SECURITY OFFICER II

CHARACTERISTICS OF THE CLASS: Under general supervision, serves as a shift supervisor over security officers or acts as the Security Chief in an agency with a limited security operation; and performs related work as required.

EXAMPLES OF DUTIES: Serves as a shift supervisor over Security Officers or acts as the Security Chief in an agency with a limited security operation; guards against trespassing or damage to property; maintains order around visitors and residents; gives information to visitors and directs parking of automobiles; detects and apprehends trespassers, thieves and other violators and searches for escaped patients; makes inspection of buildings for fire hazards; checks for abandoned, unregistered or illegally parked cars; checks gauges and trouble lights and makes appropriate adjustments; may carry sidearm; may drive vehicles such as patrol car or ambulance; may make arrests as provided by A.R.S. and issue traffic tickets.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: Good knowledge of basic security procedures and fire inspection methods.

Skill/Ability to: perform security duties of average difficulty; deal with the public; follow oral and written instructions and make written and oral reports; drive a car and ambulance.

EXPERIENCE AND EDUCATION: Typical ways to obtain the KSAs would be:

- Three years security related work.
- Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.

SPECIAL SELECTION FACTORS:

Successful completion of Law Enforcement Training Course is prerequisite to permanent employment in some positions.

A medical/physical evaluation is required prior to appointment.