

Simpson College

Late Night Security

Simpson College has a part-time, as needed, late night security position available. The shifts available are 12am to 8am Monday and Tuesday. As a member of the security staff this position helps maintain a standard of safety and security for the campus. This position is a part of Student Development and reports to the Director of Security.

Responsibilities will include:

- Secure buildings, making an average of four (4) rounds each shift;
- Monitor pedestrian and vehicle traffic on campus;
- Maintain accurate duty logs of any incident or event that occur during the shift;
- Assist in conducting checks of life safety devices as needed.
- Respond to emergent situations and other campus incidents

Candidates should possess strong communication skills, have the ability to maintain professional composure when dealing with wide range of circumstances, and deliver high-quality customer service. Must have knowledge of first aid and CPR (training will be offered if not currently certified.)

To apply please send cover letter, resume, name and contact information for three (3) professional references to: Human Resources, Simpson College, 701 North C Street, Indianola, IA 50125 or by e-mail to **employment@simpson.edu** For more information about Simpson College please visit www.simpson.edu

It is the policy and practice of Simpson College to provide equal educational and employment opportunities for all. We specifically encourage applications from women, minorities, and persons with disabilities. Bilingual (Spanish) skills preferred. Review of applications will begin upon receipt and continue until the position is filled.

Job Level 12

Posting date: January 21, 2019

