

National Orange Show Events Center

Job Description

Title Security/Night Patrol
Department(s) Production
Reports To Director of Security

Education & Experience:

High school diploma or equivalent
Short-term on-the-job training
Guard Card or Ability to obtain a Guard Card (Preferred)

Attendance / Punctuality:

Attendance at work, on time and as scheduled, is a core requirement of your job description. Employee should consistently arrive to work on time, ensures work responsibilities are covered when absent, arrives to events & meetings on time.

Work Context

- Must have a general knowledge about particular events happening in order to answer basic questions from visitors to the NOS.
- Responsible for monitoring the area of the grounds assigned by the Director of Security.
- Open and close gates at designated times.
- Unlock and/or open buildings before events and secure buildings when event is over.
- Turn lights and fountains on or off as needed per events.
- Watch for behavior damaging to property and report to supervisor.
- Watch for people behaving in an unsafe manner and report to supervisor.
- Watch for people breaking rules regarding food and beverage policies. As well as other behaviors and conducts not allowed on the property and report to supervisor.
- Notify supervisor instances where specific instructions have not been given.
- Guard entrance or exit gates as directed by the supervisor.
- Place signage as directed.
- Other duties as directed by the supervisor.
- Requires repeating the same physical activities or mental activities over and over
- Requires being exact or highly accurate.
- Requires ability to inspect, report and maintain all equipment used.
- Requires working indoors in environmentally controlled conditions.
- Requires working outdoors, exposed to all weather conditions
- Includes responsibility for the health and safety of others
- Abide by the Golf Cart Safety Policy.
- Monitor access or flow of patrons to prevent problems.
- Patrol properties to maintain safety and asset protection.

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed. Activities, duties or responsibilities may change or new ones may be assigned at any time with or without notice.