

# SECURITY WORKER

## DEFINITION

Under general supervision, conducts security rounds of Badger Prairie grounds; does related work as required.

## EXAMPLES OF DUTIES

Makes rounds of buildings and adjacent property; checks for signs of fire, theft, vandalism or any unusual or unlawful occurrence; sees that doors and windows are properly secured; controls access to buildings or other public properties; may maintain log of visitors or employees entering buildings or property after regular working hours; ensures that lights are turned on and off as required; may clean and repair wheelchairs; may repair other minor equipment; may change light bulbs; monitors alarm systems; reports any malfunctions of equipment requiring immediate repair; reports hazardous or unlawful occurrences, may remove snow accumulations from sidewalks and main entrances; may sort laundry and lift soiled linen bags and laundry into carts; monitors linen supply and replenishes as necessary; responds to behavioral code emergencies from the units.

## EMPLOYMENT STANDARDS

Education and Experience: Must be able to read and write. Some security experience preferred.

Knowledges and Abilities: Knowledge of rules, regulations and ordinances pertaining to protection of public property, access to buildings, safety and prevention of fire, theft or vandalism; ability to operate telephone and to act effectively in emergency situations; knowledge of first aid; ability to understand and carry out written and oral instructions; ability to get along well with employees, officials and the general public; ability to walk long distances on night shift; ability to operate snow removal equipment, ability to work independently without immediate supervision; must be able to lift up to fifty (50) pounds unassisted and heavier loads with assistance.

Special Requirements: A valid Wisconsin driver's license (or eligibility for) is required.