



*A Lifeline To Your Defense™*

# PRUSIK USA® LLC

## PRUSIK SECURITY GROUP

### STL-1 Job Description



PROFESSIONAL SOLUTIONS™

#### **Overview**

The mission of Prusik Security Group is the protection of client personnel, facilities and information through the enforcement of Federal, State, and Municipal laws and Regulations, and client policies and procedures. The Security Team Leader – 1 (STL-1) is primarily responsible for the overall direction, administration, and on-the-job training of the security force. The STL-1 will be responsible for ensuring personnel under his direction administer their duties in accordance with all applicable company and client policies and procedures, laws, regulations, and service agreement provisions.

The STL-1 is primarily responsible to perform protective service work such as guarding Government or privately owned or leased buildings and property, protecting equipment and material, and controlling access to buildings and property by employees and visitors. The STL-1 will protect and prevent loss of materials or processes, which are important for national defense, public health or safety, or their value as property and/or national treasures. In addition to these protective functions, officers are responsible for effective representation of Prusik and the client, and communication with members of the public. For this reason, officers must possess excellent interpersonal and customer service skills.

#### **Essential Duties and Responsibilities**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

- Required to follow all company personnel and safety policies, and perform all assigned duties in a safe work manner.
- May be required to work other than normal duty hours, which may include evenings, weekends, and/or holidays.
- Other duties may be assigned.
- Will be unarmed (no firearm), armed with a pistol (armed officer only), and will be required to exercise force up to and including deadly force; will only carry issued firearm while on-duty.
- Will carry out general and special orders for post assigned.
- Will communicate via radio, telephone and orally according to general and special orders.
- Required to interact with public, customer, and company personnel.
- Will provide access control, and conduct walking and motorized security guard functions.
- Will be responsible for cleanliness of uniform and equipment assigned.
- Successfully complete all training and obtain all required permits, licenses, certifications and security clearances for the site; pass written test on trained subjects with an 80% or better.

#### **Supervisory Responsibilities**

- Responsible for providing leadership and guidance for security protective officers. Has responsibility to assist the security manager for the overall effective and efficient execution of force protection mission tasks.
- Provides support and oversight to assigned duty station, and other areas so designated by the security manager.
- Acts as the primary interface between the security force and client representative in all routine duty-related situations.
- Supervises a safe workplace environment, ensuring safety is the highest priority.
- Responsible for submission of reports, development of plans, procedures, and other required documentation.
- Ensures that all subordinate employees are trained and understand security force duties, and Quality Assurance (QA) requirements and goals. Maintains documentation as necessary to meet these requirements.
- Ensure all service agreement requirements within the preview of security services are completed successfully.
- Performs other duties as required.

#### **Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### **Education and/or Experience**

- Obtain State required training and license
- Age: Must be at least 21 years of age.
- Physical Condition: Must be in good health and physically fit
- Character: Must pass a background investigation and possess a valid driver's license.
- Experience: Two (2) years experience in supervisory operations of security and/or public safety forces.
- Education: Sixty (60) college credit hours, or two (2) years administrative experience in Civilian police force, military police force, military combat arms, or civilian security agency.

# STL-1 Job Description Cont'd

## **Certificates, Licenses, Registrations**

- U. S. citizenship
- A valid state drivers license
- Must speak, read, write, and understand English.
- Honorably discharged/retired from the military (if applicable).
- Completion of a bona fide law enforcement academy preferred (not required).
- Be able to meet any Federal requirements to work as an Armed Security Guard.

## **Language Skills**

Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures, or Federal, State, and Municipal regulations; Ability to write reports, business correspondence, and procedure manuals; Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. Ability to apply basic computer skills (MS word, MS Outlook, Adobe Acrobat Reader, etc).

## **Mathematical Skills**

Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

## **Reasoning Ability**

Ability to define problems, collect data, establish facts and draw valid conclusions; Ability to interpret basic supervision policies and procedures, and be capable of making decisions affecting security at the assigned site.

## **Physical Demands**

While performing the duties of this job, the employee if frequently required to stand; walk, use hand to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk and hear. The employee may occasionally sit for prolonged periods of time at a desk, or table. The employee may stand for prolonged periods of time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **Work Environment**

The employee may occasionally work in a temperature-controlled office environment. The employee will regularly stand duty at a gate control guard station. The employee will regularly be exposed to extreme heat or cold weather conditions, and unpredictable crisis situations. Will be occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and loud noise. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **Benefits:**

- Competitive salary
- Employee discount on qualifying and approved purchases of firearms and equipment.
- Annual leave based on length of employment, and time at duty station.
- Sick leave based on length of employment.
- Paid holidays
- Tuition assistance for qualifying education and training courses/ programs.
- Uniforms and equipment are furnished and replaced at no cost to the officer.

Prior to being considered, applicants must meet employment qualifications. Qualified applicants will then receive a personal interview. Those selected from the interview will be required to successfully complete a thorough clearance process to include: alcohol and drug test, polygraph examination(s), medical and psychological screenings, and a background investigation as a condition of employment. Once hired, employees will attend new-hire and other mandatory training.

*Prusik USA is a premier Security Firm and we are committed to building and maintaining a work force as diverse as the nation we serve.*

An equal opportunity employer and an alcohol and drug-free work force.