

NIDO & MARIANA QUBEIN CHILDREN'S MUSEUM

Security Team Member

Job Responsibilities:

- Ensures the safety and security of the museum building (60,000 square feet), surrounding outdoor play areas and parking lot (4+ acres.)
- Responds to emergency calls
- Conducts routine foot patrols of the museum and grounds
- Greets guests with a smile
- Reviews security footage and maintains cameras
- Maintains staff radio system
- Instructs staff and volunteers about safety policies and procedures
- Inspects the building, exhibits and outside area regularly for safety hazards
- Ensures occupancy limitations are not exceeded
- Conducts fire inspections
- Maintains a positive work atmosphere by acting and communicating effectively with children, guests and staff
- Documents unusual occurrences and incidents
- Assists/Liaises with HPPD et al LEOs
- Responds to emergency calls
- Emergency "first responder" for aid and comfort
- Medical aid, e.g. AED, CPR
- Ensures all fire panels and alarms are working properly and report any interruptions or communication problems
- Directs traffic when needed
- Assists with setup and breakdown of special event items
- Provides parking management and enforcement
- Assists with special events
- Reports lighting and equipment outages and maintenance problems
- Perimeter protection to include vetting of incoming parties
- Executive protection
- Other duties as assigned

Minimum Qualifications:

- A high school diploma or GED required
- Minimum 1-year applicable security, law enforcement, military or 3 years of customer service experience within the last five years
- Minimum 21 years of age
- No misdemeanor or convictions felony convictions
- No motor vehicle moving violations within the past year and no alcohol-related convictions within the past 5 year
- Valid North Carolina Driver License

Knowledge, Skills, Ability

- Effective interpersonal and customer service skills
- Ability to work effectively and productively in a group/team environment

- Effective problem solver, able to deescalate tense situations
- Ability to pass a drug screening, medical and psychological assessment
- Ability to pass a physical ability assessment
- Proficient in Microsoft Office products and Google Suite
- Ability and willingness to work weekends, holidays, evenings and some nights
- Ability to work in a physically active work environment
- Write acceptable reports