

The Security Executive's Job Report

Week of January 18, 2010

NORTHEAST

Site Security Supervisor. Location: New York, NY. Company: **Aimco.** We are looking for a Site Security Supervisor. Manages and administers security programs to protect the organization, employee and resident property from theft, sabotage, riots or other situations which endanger the well-being of people or organizational facilities. Bachelors degree in security or related area. Equivalent professional experience will be considered. Three or more years of experience in providing security, preferably in the apartment home, real estate, rental, retail, service or similar industry. Strong verbal communication skills to work with diverse populations. Company Description: Aimco is a real estate investment trust headquartered in Denver, Colorado that owns and operates a geographically diversified portfolio of apartment communities. Aimco, through its subsidiaries and affiliates, is one of the largest owners and operators of apartment communities in the United States with 916 properties, including 146,581 apartment units, and serves approximately 500,000 residents each year. Aimco's properties are located in 44 states, the District of Columbia and Puerto Rico. Aimco common shares are traded on the New York Stock Exchange under the ticker symbol AIV and are included in the S&P 500. For more information, go to: www.aimco.com

District Loss Prevention Investigator. Location: New York, NY. Company: **TJMaxx.** Job Description: Talk about value...T.J. Maxx is where you'll find it. T.J. Maxx is the largest off-price retailer of apparel and home fashions in the U.S. T.J. Maxx offers brand name family apparel, giftware, home fashions, women's shoes, and lingerie, and emphasizes accessories and fine jewelry, at prices 20 - 60% below department and specialty store regular prices! Plus as part of The TJX Companies, Inc., you'll be part of the largest off-price retailer in the country. The TJX Companies, Inc. is comprised of: T.J. Maxx, Marshalls, HomeGoods and A.J. Wright in the United States, Winners and HomeSense in Canada and T.K. Maxx in Europe. With over \$17 billion in revenues, eight businesses, more than 2,300 stores, and close to 120,000 Associates, success is always in style at TJX. We currently have the following position available: District Loss Prevention Investigator. Manage the internal theft program in a market of high-volume retail store locations. Utilize exception reports, surveillance, and employee tips to generate cases. Work with outside agencies i.e. police, courts, and legal to bring cases to resolution. Teach fact finding/investigation techniques to LP Associates. Partner with District/Store Management to build LP awareness. In addition to our open atmosphere and supportive work environment, we are proud to offer an exemplary benefits package that includes: Optional participation in medical, dental, life insurance, long term disability, vision discount program, 401(k) profit sharing plan, and dependent care spending. The TJX Companies, Inc. also provides benefits such basic life insurance, short-term income protection, and short-term disability. We offer competitive paid time off benefits, an Associate discount and opportunity for leaves of absences.

Benefit eligibility varies depending on hours worked and length of employment. T.J. Maxx is an EOE committed to workplace diversity. Apply on-line at: www.tjmaxx.com

Security Supervisor. Location: Hatfield, MA. Company: **C&S Wholesale Grocers.** Work Hard. Get Results--This is the philosophy behind everything we do at C&S Wholesale Grocers. It's the commitment that's made us the nation's 2nd largest distributor, and enabled us to help feed America's families for decades. And it's the attitude that will lead to your success with us. Join a Leader. We are C&S Wholesale Grocers, an \$18 billion, privately held company that distributes food to leading grocery retailers nationwide. We won't kid you - we're serious about success, and working hard to achieve it, but also about providing great opportunities and a supportive work environment. Are you up to the challenge? What does a Security Supervisor Do? Put your energy and intelligence to work, keeping our multibillion dollar operation moving, and making a real difference. This position is responsible for maintaining the company loss prevention programs set forth by the Security Director, as well as investigating certain violations of law and company policies. Also, this position must adhere to budget restraints, ensuring that guards are trained and responsible for C&S loss prevention techniques. Supervise loss prevention measures. Conduct investigations. Promote shrink awareness. Ensure adequate coverage through scheduling of guards working hours, managing team leaders, payroll issues and budget restraints. Supervise discipline security officers/guards. Evaluate the performance of security officers/guards. Monitor TV, VCR, Tape, camera and maintenance issues. Ensuring security logs are reviewed and maintained. Maintenance and upkeep of all security and loss prevention equipment. Perform surveillance activities. On call 24/7. Conduct pilferage audits. The driven candidate we desire should have: High school diploma or equivalent, some college preferred. 3-5 years security/Loss Prevention supervisor experience, distribution center knowledge a plus. Excellent interview and investigative skills. Strong knowledge of loss prevention systems and how to use them. Loss prevention equipment and applications. Good communication skills (both oral and written) human resources skill, and interview skills. Find yourself in whole new career class with the nation's 2nd largest wholesale distributor. To apply, visit us online at: <http://careers-cswg.icims.com> and go to requisition #1214 now. Working Safely is a Condition of Employment at C&S C&S is a drug free workplace. If you do illegal drugs, don't bother applying, as we drug test all applicants. An Affirmative Action Employer, M/F/D/V.

Director of Safety & Security. Location: Cambridge, MA. Company: **Royal Sonesta Hotel.** Job Details: On the Cambridge side of the Charles River with breathtaking views of Boston and the Charles River lies the Royal Sonesta Boston Hotel- a luxury Four Diamond hotel offering 400 guest rooms and suites, and 22,000 square feet of recently renovated meeting space is seeking a Director of Safety & Security. The Director of Safety & Security is responsible for providing a safe and secure

hotel environment for our guests and employees through effective leadership to our security team, efficiently running the entire department in line with Sonesta's standards and our commitment to customer service. The Director of Safety & Security is also responsible to develop, implement, monitor and evaluate the hotel's safety and security procedures, including fire safety, employee and asset protection, and compliance with OSHA standards. Additionally this person chairs the Safety Committee and enforces safety programs. Job Requirements: Good practical, operational and excellent administrative skills are a must. This position requires excellent communication and organizational skills. Must have a minimum of 5 years experience in the security industry and several years experience supervising staff. Certificate in Safety and Security preferred. First Aid/CPR/AED Certification. Contact Information: E-mail: hr@sonesta-boston.com Fax: (617) 806-4183. Mailing Address: 40 Edwin H. Land Boulevard, Cambridge, MA, US 02142.

Instructional Systems Specialist. Location: Linthicum, MD. Company: **Department of Defense.** Website: https://www.dss.mil/GW/ShowBinary/DSS/about_dss/employentinfo.htm. Salary: \$110,000 to less than 120,000. Security: The Defense Security Service (DSS), part of the U.S. Department of Defense, is seeking an exceptional Instructional Systems Specialist at the DSS Security Education, Training and Awareness (SETA) Directorate in Linthicum, Maryland. The selectee serves as a senior advisor for instructional systems design and development for the SETA directorate. The selectee is responsible for providing instructional systems design and development, and oversight and guidance for the development, implementation, and evaluation of security education programs and management of organizational curricula. The curricula areas include but are not limited to: Security Management, Industrial Security, Information Security, Personnel Security, Physical Security, Risk Management, and Security for Special Programs. Additionally, the incumbent may provide management guidance for the contract instructional systems design personnel. To learn more, click on this link: https://www.dss.mil/GW/ShowBinary/DSS/about_dss/employentinfo.html. Click on "Vacancies" under the Employment tab and find our Instructional Systems Specialist position. Please contact Jonathan Perez at 703-352-5320 for more information.

SOUTH

District Loss Prevention Manager. Location: Memphis, TN Area. Company: **Kroger, Delta Division.** Job Description: Responsible for providing all loss prevention related support for a specific district and assist in other districts as needed. Duties will include conducting internal and external investigations, oversight of all loss prevention related vendors including quality assurance verification of work performed to ensure compliance with company standards, scheduling and supervision of Loss Prevention agents and evaluating and making recommendations to the Division LPM on security and loss prevention equipment requirements for stores within their district. Additional duties include performance of loss prevention / security consults, interaction with law enforcement to protect company interests and coordination with backstage support staff (Human Resources, Merchandising, Facilities, Operations, etc...) to develop and maintain a partnership to support the stores within their district in the execution of company loss prevention strategy. Essential Job Functions: Conduct internal and external investigations. Oversee contract guard service and supervision of Loss Prevention agents. Coordinate with loss prevention vendors to ensure capital expenditures and repairs are delivered

and installed to company specifications. Ensure the implementation of all division and corporate related loss prevention related programs. Maintain working relationships and represent the company's interest with local, state and federal law enforcement. Testify in a variety of hearings and court actions. Conduct store consults. Conduct LP training for store personnel and management. Supervise and coach direct reports in the performance of their duties; complete performance reviews and provides feedback to direct reports. Must be able to perform the essential functions of this position with or without reasonable accommodation. Some of the Competencies/Skills required to successfully perform this position are: Building Strategic Working Relationships - Developing and using collaborative relationships to facilitate the accomplishment of work goals. Building Trust - Interacting with others in a way that gives them confidence in one's intentions and those of the organization. Communication - Clearly conveying information and ideas through a variety of media to individuals or groups in a manner that engages the audience and helps them understand and retain the message. Customer Focus - Making customers and their needs a primary focus of one's actions; developing and sustaining productive customer relationships. Inclusion - Appreciating and leveraging the capabilities, insights, and ideas of all individuals. Working effectively with individuals of diverse style, ability, and motivation for a direct effect on business results. Safety Awareness -Identifying and correcting conditions that affect employee safety; upholding safety standards. Minimum Position Qualifications: Working knowledge of the following enterprise systems: LPMS, Quick Applications. Basic knowledge of Microsoft Office applications (Word, Powerpoint, Excel). Ability to multi task and handle diverse situations.. Strong communication skills. Ability to work with little oversight. High degree of initiative and motivation. High integrity and ability to maintain confidential information. Working knowledge of CCTV, alarm, access control and locking systems. Detail oriented. College degree (preferred). 2 years retail loss prevention experience in a multi store format. Wicklander certification. CPP or CFI certification (preferred). Available for call after hours and weekends. Desired Previous Job Experience: Minimum 2 years retail loss prevention experience in a multi store format. Contact Name: Chuck Priest, HR Assistant. E-mail: chuck.priest@kroger.com Positions also available in: Jackson, MS; Little Rock, AR; Memphis, TN.

Security Supervisor. Location: Florence, SC. Company: **QVC.** Description: Under the general supervision of the Security Manager, supervises daily loss prevention activities in the Fulfillment areas which analyze and investigate product discrepancies. Maintains the security of the area. General Duties And Responsibilities: Supports department security goals and objectives as defined by management. Oversees day-to-day security operations in the Fulfillment area to ensure compliance with established departmental and operational procedures. Circulates around area, prioritizes, assigns, and reviews work to prevent and minimize product losses. Supervises staff. Interviews, hires, terminate, evaluates, and counsels personnel. Trains and develops skills of staff in the assigned area, providing motivation and guidance to area personnel by reviewing performance and providing feedback in a timely manner. Authorizes overtime and vacation for staff. Approves time cards and maintains attendance records for the area. Resolves the most complex problems/issues arising in the loss prevention area. Recommends and implements solutions by involving staff in problem solving activities to obtain the best solution. Investigates and resolves inventory problems/issues

such as slot accuracy discrepancies to ensure inventory integrity. Ensures the accurate identification, tracking and monitoring of problem situations/areas in the Fulfillment operation by security personnel. Conducts meetings with staff to review department changes and statistics, respond to questions, and communicate any issues/concerns to the group. Assists the Director of Security in developing and implementing long and short term strategies for preventing inventory discrepancies. Acts as a liaison between security and all areas of inbound and outbound Fulfillment operations including returns, picking, packing, inventory control, receiving, quality assurance and warehouse operations to ensure practices, policies, and procedures reflect security needs. Tracks department activity statistics. Gathers, organizes, analyzes, and disseminates information regarding the security of fulfillment operations. Identifies significant trends and their potential impact. Develops and implements appropriate responses to trends. Identifies and evaluates opportunities for increasing the security of the area. Plans, controls, and coordinates loss prevention activities within QVC to ensure optimum loss prevention. Performs other related activities/special projects as assigned. **Qualifications & Requirements:** Experience--An undergraduate degree in a related field is strongly preferred. 1 - 3 years previous lead/supervisory experience in a similar working environment or a combination of seasonal developmental positions with other related experience is required. Demonstrated leadership and decision-making skills are essential. Demonstrated initiative is necessary. The position requires a high level of interpersonal, communication and problem solving skills. Familiarity with both mainframe (Stratus and IBM systems) PC based spreadsheet and database software is necessary to investigate loss information and generate reports. Apply online at: www.qvc.com

Safety/Security Supervisor. Location: Marrero, LA. Company: **West Jefferson Medical Center.** Job Description: The Safety/Security Supervisor will be responsible for the supervision of shift personnel that are assigned to the Safety/Security Department. Other duties include performing proactive patrol of hospital property, enforcing hospital rules and regulations, conducting inspections and follow-up investigations, responding to emergency calls, alarms and codes and performing various customer services. Excellent verbal and written communication skills required. Excellent Customer Service skills required. Strong problem-solving skills required. Computer literacy preferred. GED/High School Diploma required. Valid LA Drivers License required. Two years directly related experience required. One year Supervisory experience preferred. Education: High school diploma or equivalent is required. Certification: CPR Certification required. Apply at: www.wjmc.org

Field Security Manager. Location Harahan, LA. Company: **Coca-Cola Enterprises.** Coca-Cola Enterprises, established in 1986, is a company with roots extending back to 1899, when the first Coca-Cola bottling operation began. In fact, when the first bottling franchise began operations in 1901, it operated under the ownership of Benjamin F. Thomas and James F. Johnston, grandfather of our former Chairman of the Board, Summerfield K. Johnston, Jr. Though Coca-Cola Enterprises is now the largest soft drink bottler in the world, each of our local bottling operations represent several decades of success in building the strongest brands in the world. Maintaining the local aspect of our business continues to be an integral part of our success. Job Description: The Security Manager, Field works to achieve and maintain a sound security environment throughout the Market

Units, in accordance with established company policies. Working to develop preventative initiatives, and where necessary, proactively exploring fraud and misconduct associated with our business operations, this position will work to maintain and improve the level of security for employees, facilities, and other assets. Investigate, locate and recover company lost/stolen equipment. I.e., Coolers, vending machines, etc. Identify areas where company is vulnerable for external/internal theft and make recommendations to appropriate management personnel. Investigate all allegations of employee criminal misconduct, security breaches, and internal control violations, and provide required reporting of such incidents, including code of conduct violations, to Security Manager for the Business Unit. Together with Security Manager for the Business Unit in conjunction with Corporate Security, conduct, periodic security surveys of all facilities, and submit recommendations to Sales Center and Market Unit Management. In cases involving external theft, pursue investigations, liaison with law enforcement, act as custodian of records, represent the company as the victim, and make formal restitution request from the court when these cases are prosecuted. Together with Human Resources, represent and provide documentation during unemployment hearings of former employees who have been terminated for violating company policies and/or criminal activity, and subsequently submit request for unemployment compensation from the state. Conduct and/or coordinate various controls and security awareness training for Sales Center and Market Unit personnel as deemed beneficial. **Qualifications:** Bachelors degree or the equivalent combination of education and experience required. Preference to degrees in business or accounting. Three plus years of related business experience required. Previous work experience in the detection of fraudulent activities strongly preferred. Prior work experience in the soft drink industry preferred. Prior audit experience preferred. Prior law enforcement experience a plus. Working knowledge of our record collection process and the ability to correlate data from these records to support investigations or refute allegations preferred. Understanding of accounting techniques and methodologies as a basis for financial investigations preferred. Proficiency in Microsoft Office Suite (Excel, Word, Access and PowerPoint) required. Certification in fraud investigative training a plus. Coca-Cola Enterprises Inc. is an Equal Opportunity Employer. Coca-Cola Enterprises has an ongoing commitment to Affirmative Action and the celebration of Diversity. Visit our Internet for other exciting opportunities: <http://careers.cokecce.com/careers.aspx>

Environmental, Health Safety & Security Manager. Location: Morgantown, KY. Company: **Morgantown Plastics.** Experience: 2-5 Years Experience. Desired Education Level: Bachelor of Arts. The successful candidate will drive proactive health and safety programs to for injury and illness reduction. Drive 100% environmental compliance throughout the plant. Promote continuous improvement and standardization of existing health and safety programs, procedures, and tools to ensure compliance with regulatory requirements and corporate best practices. Drive risk reduction projects by identifying, prioritizing, and implementing appropriate corrective actions. Develop and implement effective safety communication plans utilizing various multi-media methods. Interact daily with hourly and salaried employees to promote safety programs, accident prevention and environmental compliance. Provide safety expertise and guidance to site cross-functional teams. Work with the plant ergonomic and safety teams to develop and enhance programs. Collect, maintain, analyze and distribute plant safety data in accordance with business and site specific guidance.

Maintain multiple electronic and web based programs. Provide technical leadership for job / workstation evaluations. Conduct annual regulatory assessments to maintain compliance with local, state, and federal regulators. Assist in developing EHS training materials. Oversee regular safety audits and inspections of the workplace. Lead proactive safety practices. Qualifications include: BA/BS in related field (engineering, environmental science, occupational safety) is required. 7+ years experience in a manufacturing environment preferably in EHS (or related field). Professional certification desired. For immediate consideration, qualified candidates may submit a resume by email, fax or mail to the following: Delta Faucet, Morgantown Plastics Company, Attn: Human Resources, 825 Veterans Way, Morgantown, KY 42261. Fax: 270-526-3577. E-mail: teresa.montgomery@morgantownplastics.com

Safety And Security Supervisor. Location: Atlanta, GA. Company: **Loews Atlanta Hotel.** Responsible for supervision of all security officers in the performance of their duties pertaining to: controlling access to, conducting physical inspections of and monitoring surveillance cameras located at the facilities, which constitute Loews Atlanta Hotel. Investigation of breeches in security and/or violations of safety protocols to determine most probable cause and possible solution(s). To ensure the safety and security of guests and employees and the protection of Loews property and assets. Required Skills and Experience: Associates Degree or equivalent. Excellent observation, communication, guest service and report writing skills. Minimum three + years previous Security supervisory experience in large convention hotel. Possess, Class "D" Security license and CPR and First Aid certification, or ability to obtain. Ability to speak, read and write English fluently. Able to work a flexible schedule, including weekends and holidays. Applicants who do not already have legal permission to work in the United States will not be considered. About Loews Hotels: Loews Hotels is a vibrant collection of one-of-a-kind hotels with distinct personalities. Each hotel and resort offers high-quality accommodations, impressive surroundings, personalized service, and thoughtful amenities for a luxurious guest experience. As a company we care about our guests, our community and our team members. Headquartered in New York City, Loews Hotels manages properties in most major markets in the U.S. and Canada. Each property goes beyond Four Diamond standards to provide guests with a supremely comfortable, uniquely local travel experience at a great value. Loews Hotels boast prime locations in the cities of New York, Washington DC, Denver, Los Angeles, Nashville, Philadelphia, Annapolis, Montreal, and Quebec City, as well as world-renowned vacation destinations such as Miami's South Beach, Universal Orlando, New Orleans, Lake Las Vegas, Tucson, St. Pete Beach, and California's Coronado Island. Loews has established some of the industry's most innovative and successful travel programs, including Loews Loves Kids for families and Loews Loves Pets for discerning animals on the road. At Loews Hotels, our team members' commitment to our guests and dedication to our communities is cherished. We seek genuine individuals who are able to engage and delight our guests by providing Four Diamond AND MORE service. We invest in training and development opportunities for all team members, so they may grow and develop as individuals. We embrace diversity at our core and offer the opportunity for all team members to reach their potential as professionals. At Loews Hotels, we seek to create a dynamic culture that makes work interesting, challenging, fulfilling and fun. As part of our commitment to our team members, Loews Hotels is proud to offer competitive compensation and benefit plans tailored to each marketplace. These include: Pay that meets or exceeds area

standards, retirement (401-k) and incentive plans, medical and dental coverage, short and long-term disability, life insurance, holiday and vacation pay, team member assistance plans, career development programs, tuition reimbursement programs. Loews Hotels is an EOE committed to a diverse work culture, M/F/D/V. Apply on-line at: www.loewshotels.com

MIDWEST

Director of Public Safety. Location: Bloomington, IN. Company: **IPC International.** The Nation's Largest Mall Security Company is Hiring. The leading security provider of shopping centers nationwide is looking for the right talent to supervise our team of professionals at College Mall. You'll manage all functions of the Public Safety Dept. including personnel mgmt., scheduling, payroll, training, etc. Must be at least 21 with 5 years previous security mgmt exp. Excellent communication skills, clear criminal history, valid D.L. & HS Diploma/GED required. Specialized training, further education preferred. We offer a salary in the \$40K range and provide benefits for FT, including medical/dental, 401(K) and ESOP plan. E-mail resume to: psawyer@ipcinternational.com or visit: www.ipcinternational.com/opportunities for more info. EOE.

District Loss Prevention Manager. Location: Detroit, MI. Company: **Kmart Corporation.** Job Description: Kmart, a member of the Sears Holdings Corporation (NASDAQ: SHLD) family of companies, is a mass merchandising retailer that offers customers quality products through a portfolio of exclusive brands and labels such as Craftsman, Kenmore, DieHard, Jacyln Smith, Joe Boxer, Route 66 and Country Living. We operate over 1,300 Kmart stores across 49 states, Guam, Puerto Rico, and the U.S. Virgin Islands. This includes discount stores, averaging 92,000 square feet, and Super Centers, averaging 165,000 square feet. We also offer a wide selection of merchandise through kmart.com and operate over 1,000 pharmacies within our stores. Non-Negotiable(s)/Critical Success Factors: Owns shrink and safety results for assigned area(s) and supports the Loss Prevention five play strategy. Manages the training, detection, investigation and successful resolution of all internal investigations within assigned district. Ensures all training in the detection and detention of shoplifters including certification has been completed in assigned district. Conducts assessments of Loss Prevention and operational performance that impacts shortage control. Actively works with district teams in the development and implementation of action plans to improve performance. Knowledgeable in the areas of safety, food safety (Kmart/Essentials/Grand), OSHA and environmental programs, and ensures implementation and compliance in assigned district. Reviews safety and food safety inspections (Kmart/Essentials/Grand) on a regular basis. Ensures the timely and accurate reporting of results and assists in the development and implementation of corrective actions. Recruits, hires, trains, and supervises the Loss Prevention Managers and Leads within assigned district. Ensures accurate and timely report writing, record keeping and retention of evidence by conducting periodic reviews. Ensures the proper operation and repairs of alarm, EAS and CCTV equipment. Educates and motivates district and store associates to achieve shrink, workers compensation and general liability goals. Works as a liaison between the district and the criminal justice community. Demonstrates courageous leadership by identifying and communicating potential ethical or safety issues that must be addressed at a higher level. Manages and ensures reporting of critical incidents in assigned area of responsibility. Ensures follow-up on required inventories and audits in order to control

costs and shrinkage. A comprehensive and competitive benefit program is designed to meet the needs of our associates and their families. Benefits eligibility depends on employment classification, location, and other variables. Benefits offered include: Medical and dental plans, health care and dependent daycare flexible spending accounts, short and long-term disability, company paid and optional life insurance, business travel insurance, merchandise discount, adoption assistance, kmart advantage rx, consern loans for education, worklife solutions, voluntary benefits, commuter benefits, sears holdings corporation associate stock purchase plan, 401(k) savings plan, vacation time with personal days, national holidays. An EOE. Apply on-line at: www.kmart.com

Safety/Security Director. Location: Bay City, MI. Company: **Michigan Sugar Company.** Immediate opening for a full-time Safety/ Security Director. Reporting to the Vice President of Administration, this position will provide expertise and technical assistance to operations management for the development and implementation of the Company Safety/Security by establishing and managing a safety program that meets or exceeds all current standards. Specific responsibilities include development and implementation of all Safety Programs such as: Hazard Communication and MSDS Database, Lockout, Permit Required Confined Spaces, Company Rescue Team, Hazard Assessment, Emergency Evacuation Plan, PPE, Machine Guarding, Fall Protection, PIT Licensing, Employee Orientation and Safety Training, Ergonomic Committee, SARA Title III, Homeland Defense Reporting, Air and Noise Monitoring, MIOSHA Partnership Program, and Workers Compensation Program. The successful candidate will have a 4 year degree in Industrial Health & Safety or a related field, and 7 - 10 years experience in the Health and Safety field. In addition, this position requires extensive knowledge of Federal and State health and safety regulations and reporting procedures, as well as strong written and oral communication skills. Ability to perform in a supervisory/managerial capacity is also required. Michigan Sugar Company is a leader in its field and offers comprehensive salary and benefits package, along with the opportunity for professional growth. For immediate consideration, send your resume and salary requirements to: Michigan Sugar Company, Director of Human Resources, 2600 S. Euclid Ave., Bay City, MI 48706. Or by E-mail to: hr@michigansugar.com We are an EOE/AA/H/V.

Security Operations Manager. Location: Detroit, MI. Company: **Tenable Protective Services, Inc.** Persons responding to this advertisement should be self starting, energetic, motivated and a dedicated team player with prior experience and the willingness to assist in daily operations. This position will play a large role in the oversight of operational and administrative aspects of our Metro Detroit, Michigan operations and will be responsible for the hiring, training and management of all field personnel and other security/safety staff. This position will also ensure that administrative needs and operational field and client support are being met with high regard. Local Residents Preferred (No Relocation). Requirements: Ideal candidate will possess degree in related security, safety, criminal justice or risk management field with 2-5 yrs related government or contract management, facility or general security management experience. Law Enforcement &/or military exp. is desired & beneficial. Must be at least 21, no criminal convictions, positive driving record & submit to drug screening. Apply on-line at: www.tenable.net

Senior Investigator, Corporate Security Investigations.

Location Chicago, IL. Company: **E-Trade Financial.** We are looking for dynamic, highly energized risk-takers who are ready to join a fast-paced, world leader in the financial services industry. We move at the speed of the Internet. Our work culture fosters an incredible exposure to innovative ideas and challenges that create experience and opportunity. Many have risen through the organization to become industry leaders, in both the financial services world and in the community at large. E*TRADE is made up of some of the brightest and most talented people in the industry - are you ready to join the industry leader? Detailed Description: The incumbent reports directly to Manager, Corporate Investigations and researches, investigates and reports on incidents of fraud, loss, theft, and employee misconduct. The Sr. Corporate Investigator conducts both internal and external investigations, due diligence and background investigations and recovers or places claim on assets lost as a result of fraud with a higher degree of independence. Investigates and documents cases of known or suspected fraud, loss, theft and employee misconduct covering all lines of business for the Company and its entities, escalating new matters to management in a timely manner. Recovers on all financial loss (including theft of property) for the company by placing claims on assists, filing criminal charges and/or working with the Legal Department on civil issues. Provides input and advice to investigators on investigative techniques and strategies. Coordinates with law enforcement on criminal matters. Assists with the evaluation and reports on the results of new hire background investigations. Conducts public records and E*Trade database searches to compile information for an investigations. Completes Suspicious Activity Reports (SAR's) for all fraud, loss and internal investigations. Identifies risk and suggests solutions to help mitigate loss. Assists with the development and implementation of fraud detection/prevention systems. Develops and assists in the delivery of training on fraud prevention. Ability to work independently, but able to give guidance during investigations or critical matters. Other duties as needed. Minimum Professional and Technical Skills: In depth knowledge of financial services, securities, banking or related experience. Experience in conducting witness and suspect interviews. John E. Reid Interviewing and Interrogation training preferred. Strong verbal and written communications skills with attention to detail. A minimum of 4 years fraud detection and investigative experience in a financial services industry or equivalent. Strong analytical skills including the ability to research, schedule, analyze and present investigative findings. Strong interpersonal skills. Ability to work in a fast-paced and rapidly changing environment. Knowledge of Microsoft Office applications is required. Minimum Education, Certification, Training: BA or BS degree in related field or equivalent work experience. Series 7 & 63 licenses desired. Experience with computer/internet fraud investigations and abuse. CFE or equivalent investigative experience. We offer a competitive and comprehensive benefits package. Please visit: <https://us.etrade.com/e/t/career/benefits> to learn more about the opportunities. E*Trade Financial is an EOE.

Director of Security. Location: Chicago, IL. Company: **Huron Consulting Group**

helps clients effectively address complex challenges that arise in litigation, disputes, investigations, regulatory compliance, procurement, financial distress, and other sources of significant conflict or change. The Company also helps clients deliver superior customer and capital market performance through integrated strategic, operational, and organizational change. Huron provides services to a wide variety

of both financially sound and distressed organizations, including Fortune 500 companies, medium-sized businesses, leading academic institutions, healthcare organizations, and the law firms that represent these various organizations. Job Description: The Director of Security develops and manages Huron's Security Programs to ensure compliance with applicable regulations, including monitoring, assessing, and providing corrective mechanisms to mitigate corporate risk from security failures, safeguard company assets and promote the personal safety of company employees. Job Details: Develops, implements, interprets, and manages background checks on potential employees, vendors, subcontractors and clients as necessary to comply with applicable foreign and U.S. law (including complying with OFAC, FCPA, Patriot Act, ITAR/Export Control) and company policy. Monitors governmental databases regarding individuals/entities that are identified by the US government (including Specially Designated Nationals (SDN), Blocked Entities (BE) and the lists of excluded persons maintained by OIG and HHS), evaluates the applicability to current Huron business activities, and recommends actions to be taken to ensure legal compliance and to mitigate corporate reputational risk. Supports Huron's risk analysis of current or new international business opportunities and due diligence of acquisition targets with foreign operations. Advises International Travel function by developing and implementing Huron policies for personal safety for international travelers and identifying countries in which Huron business activities may be prohibited by law or in which the safety of Huron employees may be of concern. Provides training on personal safety to Huron international travelers. Maintains database on the Huron intranet of legal prohibitions affecting travel and business activities of Huron employees. Supports IT by developing, implementing and managing compliance with world-wide requirements regarding safety, security and the transport of electronic data and electronic equipment, including EU data privacy. Develops, implements, interprets, and manages policies to safeguard company assets, particularly assets, such as electronic data and technology, subject to stringent regulation, as required by laws worldwide. Supports investigations of potential or actual violations of company privacy/security violations or breaches. Ability to liaise with domestic and international law enforcement and regulatory agencies as required. Coordination of physical access controls at Huron facilities. Job Requirements: Extensive experience (e.g. 15+ years) with a federal, state, or local law enforcement agency, including supervisory experience. Additional experience in corporate security with a Fortune 500 company is highly desirable. Experience in administration of Foreign Corrupt Practices Act (FCPA) regulations is required. Experience in conducting international OFAC checks and investigations are required. Experience in developing security compliance policies and administering regulations. Effective verbal and written communication skills Experience in developing training materials and presenting training programs on security topics. Some experience in developing, managing and implementing budgets. Bachelor's Degree in a related field. Please do not apply if your experience is strictly domestic (local/US exposure) with no international experience as required in bullet points 2 and 3 above. It is strongly preferred that this position be based at Huron's Chicago headquarters office; as such, candidates should currently live in the Chicago metro area as no relocation assistance will be provided. Outstanding candidates who do not reside in the Chicago area may also be considered but this would increase amount of travel involved. Please apply through our website at: www.huronconsultinggroup.com/careers. We offer a competitive compensation and benefits package that includes

medical/dental/vision/life & disability, 401(k), work/life programs, employee stock purchase plan and a generous paid time off policy. The Company is fully committed to providing equal employment opportunity in recruitment, employment, compensation, benefits, promotions, transfers, education and all other terms of employment. Huron will not discriminate on the basis of age, race, color, gender, marital status, sexual orientation, gender identity, national origin, religion, Vietnam era of veteran status, physical or mental disability, creed, citizen status or any other status protected by federal, state or local law. We endeavor to maintain a drug-free workplace.

SOUTHWEST

Assistant Federal Security Director – Screening. Location: Phoenix, AZ. Company: **Transportation Security Administration.** Announcement Number: PHX-10-205727. Salary Range: \$99,609.00-\$154,400.00 USD per year. Salary range listed includes Locality Pay of 16.76%. Series & Grade: SV-1801-K/K. Position Information: Full Time Permanent. Who May Be Considered: All U.S. Citizens. At TSA, we act swiftly and with integrity to: Discover and stop emerging transportation security threats, utilizing state of the art technology. Educate and provide friendly customer service to travelers. Screen passengers and gather intelligence. Coordinate security involving aviation, rail, and other surface and maritime transportation. Oversee most transportation-related responsibilities of the federal government during a national emergency. Major Duties: If you are selected for this position, you will be responsible for a staff of security screeners and managers at a major airport with multiple checkpoints that conduct screening, manage operations, and administer laws, regulations and policy pertaining to the agency's aviation security program. The work accomplished impacts all civil aviation security personnel at the specific airport. You will: Exercise final authority for the full range of managerial responsibilities over the staff. Make major recommendations concerning significant internal and external program policy issues affecting the overall organization, such as scheduling, full-time/part-time and gender hiring needs, screener FTE allocation, selections and process control. Write performance criteria. Manage personnel in a 24/7 environment. Interface with individuals from headquarters and other airport operations to assure effective program management. To qualify for the SV-K Pay Band (equivalent to GS-15) you must have one year of specialized experience at the SV-J Pay Band or the GS-14 in the Federal service or equivalent experience in the private sector. Specialized experience is defined as experience that has equipped you with the particular knowledge, skills and abilities to successfully perform the duties of the position. Such experience includes management, direction and/or program oversight of both personnel and operations at a medium to large scale airport. Apply today at: <https://tsajobs.tsa.dhs.gov> or call 1.877.872.7990.

Director Of Public Safety And Chief Of Police. Location: San Antonio, TX. Company: **The University of Texas at San Antonio.** Position Summary: Provides leadership and direction for all operations of the University Police Department. The department is a service-oriented organization responsible for campus security, crime prevention and investigation, law enforcement, dispatch and police communications, emergency preparedness and business continuity, accreditation, and access control. Position Key Responsibilities: Assures that the department provides effective customer-oriented campus security services while actively enforcing laws and regulations (including parking regulations), responding to emergencies, and

preventing crime; provides leadership for the department that includes planning, organizing and supervising all department activities, finding creative solutions, and acting as a catalyst for change; establishes department goals and objectives consistent with university goals and objectives; assures implementation of customer service-oriented policies, procedures, and standards for all department operations; establishes the department's organizational structure and staffing levels; directs, supervises, motivates, and provides leadership to department staff; responsible for recruiting, hiring, disciplining, training, evaluation, development of all department personnel, including performance, appearance and conduct checks of all commissioned and non-commissioned personnel; responsible for developing, presenting, and defending the annual operating budget for the department and the control of costs and expenditures; identifies creative and effective means to communicate information to students and their parents, faculty, staff, visitors, and the general public, as appropriate; maintains liaison with local, State, and Federal criminal justice agencies; works closely and successfully with all academic and administrative units of the university; stays abreast of developments in the field of campus security, crime prevention, law enforcement, and emergency preparedness; maintains the highest level of professional standards and ensures CALEA re-accreditation; represents and is an ambassador for the department and the university; ensures compliance with all U. T. System Administration security and police-related policies and guidelines, and maintains effective communication and collaboration with the U. T. System Office of the Director of Police; serves as a model of excellence, and supports, promotes and emulates the university's core values of excellence, collaboration, inclusiveness, respect, innovation and integrity. Reporting Relationship/Accountability: The Director of Public Safety and Chief of Police reports to the Vice President for Business Affairs. Internal Control: The Director of Public Safety and Chief of Police is responsible for the design, execution, and effectiveness of a system of internal controls for the department which provides reasonable assurance that department operations are effective and efficient, university assets are safeguarded, university financial information is reliable, and the department complies with applicable laws, regulations, policies, and procedures. Working Conditions: Smoke-free office setting. Work involves on-call duty and, as with any public safety position, may occasionally involve personal danger. Position sometimes requires extended hours, weekends and travel. Experience & Other Skills: The successful candidate will have strong leadership and inter-personal skills, and have a documented history of ability to communicate complex information clearly in written and oral format to a variety of audiences. The successful candidate will be able to establish a clear vision for the department; demonstrate a creative, customer service orientation; will be able to represent the University professionally and work collaboratively with internal and external parties; and will have a documented history of excellence. Candidates should have high ethical values; an attitude, personality and character compatible with good law enforcement; demonstrated ability to organize, direct and manage major work activities and administrative operations. Required qualifications include a Bachelor's degree; minimum of 10 years experience in law enforcement with at least 5 years of progressive advancement in supervisory and administrative capacities; collaborative and creative problem-solving skills; skill in scheduling, directing, supervising, and reviewing the performance of subordinates in a manner conducive to productivity and high morale; hold or be able to obtain Peace Officer License from the Texas Commission on Law

Enforcement Officer Standards & Education (TCLEOSE) within 12 months of hire and hold or be able to obtain advanced peace officer certification through TCLEOSE within 12 months of hire; successful completion of physical and psychological examinations and a satisfactory conclusion of a thorough background investigation; and hold or obtain a valid Texas driver's license within thirty (30) days of employment. Preferred qualifications include public higher education employment in a law enforcement position; a master's or advanced degree; 15 years of experience in law enforcement with at least 7 years of progressive advancement in supervisory and administrative capacities; master peace officer certification through TCLEOSE; completion of FBI National Academy or other accredited police command school; knowledge of and experience with applicable rules and regulations of The University of Texas System Board of Regents. Materials Required: UTSA application, resume, cover letter and contact information for three professional and two personal references are required. For a full job description, required qualifications and application process, visit the UTSA Human Resources website at: <https://www.utsajobs.com>. The University of Texas at San Antonio is an EOE. Minorities, women, veterans, and individuals with disabilities are encouraged to apply

Security Director. Location: Church Rock, NM. Company: **Fire Rock Navajo Casino.** Description: Under general supervision of the Chief Operating Officer, oversees the management of Security for all locations which will include short and long term planning, fiscal management, supervision and training of department staff, and recommendations for equipment purchases, installation and replacement. Directs personnel involved in establishing, promoting and maintaining Casino's security and property protection programs. Maintains confidentiality of all privileged information. Requirements: Gaming Industry Experience Is Required. Bachelors Degree in Criminal Science or closely related field plus seven years of security experience with at least five years of supervisory experience; or equivalent combination of education and experience required. Must be twenty-one (21) years of age. Valid driver's license and clean driving record. No felony, theft or stealing convictions. Must be able to successfully pass a pre-employment drug/alcohol screen, background investigation, obtain and maintain gaming license. Navajo preference. You are required to complete the company's online application. Fire Rock Navajo Casino, 249 East NM 118, P.O. BOX 1800, Church Rock NM, 87301. Tel: (505) 905-7146. Fax: (505) 905-7197. The Fire Rock Navajo Casino complies with the Navajo Preference in Employment Act. The Fire Rock Navajo Casino, the first casino opened and operated by the Navajo Nation, is located in Church Rock, New Mexico, just east of Gallup, New Mexico on Highway 66. The Casino opened in November, 2008. It currently offers 673 slots, a 250 seat Bingo Hall and 13 table games (blackjack, and poker). In addition, the facility has a full service restaurant with lounge and two fast food outlets. Future expansion is planned to take the property up to 1200 slot machines and the addition motel. Company Website: www.firerocknavajocasino.com

WEST

Associate Director of Public Safety. Location: Redlands, CA. Company: **University of Redlands.** Description: Assists the Director of Public Safety and functions as a representative of management for the dissemination of policy and operational directives and also acts as a line supervisor to assure that the policies and management decisions are carried out. Directs,

oversees and participates in the development of the Department of Public Safety work plan; assigns work activities, projects and programs; monitors work flow; implements procedures; reviews and evaluates work products, methods and procedures. Researches and completes projects as assigned. Plans, coordinates, assigns, supervises and reviews the work of the department. Develops crime prevention programs for the University. Participates in the hiring of personnel; provides or coordinates staff training; works with employees to correct deficiencies; reviews the work performance of department employees; implements discipline procedures; recommends employee actions. Performs routine Public Safety Officer duties as needed. May be required to serve on various campus/community boards; determines procedures in accordance with changes in policies or laws; meets and advises Director on legal matters; participates in resolving department issues; reviews and investigates citizen complaints against officers; conducts internal investigations. Reviews various statistical reports generated on crime and traffic trends; prepares documents for various section activities; and a variety of special and regular scheduled reports. Participates in preparing the department budget; assists in implementation; forecast of additional funds; project and purchases department equipment. Performs other related duties or special projects as assigned or directed. Minimum Qualifications: Bachelor's degree in criminal justice, business management or related field, Masters Degree preferred, significant management experience within a university environment could be substituted for degree. Position requires a minimum of five years of progressive management experience in a law enforcement/public safety department preferably in a university environment and the graduation from a police or FBI academy. Successful candidate must possess good working knowledge of law enforcement/security methods and investigative procedures; familiarity with California criminal Codes and knowledge of hazardous material regulations/procedures. Candidate must possess excellent organizational, planning, interpersonal and communication skills; the ability to motivate assigned staff; experience with word-processing, spreadsheet, and data base software. Must be able to competently interact with a culturally and ethnically diverse population of students, faculty and staff. Selected candidate must successfully pass a background check; possess a valid driver's license with a good driving record along with current CPR and First Aid Certificate. Upon an offer of employment candidate must successfully complete a physical examination demonstrating physical fitness and a fitness for hire evaluation. A current DMV printout will be required at hire. In compliance with the Americans with Disabilities Act, if selected for the interview process and reasonable accommodations are needed, please call 909-748-8040. TO APPLY: Submit cover letter, resume, salary history, salary requirements and the names, addresses, and telephone numbers of three professional references to: University of Redlands, Human Resources, 1200 E Colton Ave, PO Box 3080, Redlands, CA 92373-0999. For more information, contact human resources at 909-748-8883 or www.redlands.edu submission of a resume or application indicates agreement that the university may verify any and all information contained therein. Members of underrepresented groups are encouraged to apply. An EOE.

Captain-Safe Campus Team. Location: Eugene, OR. Company: **University of Oregon.** The Captain is a uniformed command staff position within the University of Oregon's Department of Public Safety (UODPS). Captains may be assigned to a variety of senior level leadership roles within the department. Direction is exercised over Lieutenants, Sergeants,

Corporals, Public Safety Officers, Security Officers and, within most assignments, civilian personnel. UODPS Captains work independently and strategically in performing regularly assigned duties under the general direction of the Chief/Director and/or Deputy Chief/Deputy Director. Individuals in this position classification must be able to fulfill all the essential duties of a commissioned public safety officer and to perform the functional role of lower ranks as required. The Captain may at times be the highest ranking law enforcement/public safety official on campus. As such, the incumbent is expected to make routine command decisions without the benefit of consultation from a higher authority. Special Note: This position will be assigned to the Safe Campus (Community-Oriented Policing and Problem-Solving) Team. Work hours will be 9:00 am to 5:00 pm Monday-Friday (flexibility required), and holiday and weekend shifts as assigned. Responsibilities: In addition to the duties expected of all Captains, this position will provide the following specialized functions in support of the department's community-oriented and trust-based policing philosophy: 1. Provide leadership and strategic direction to the Safe Campus Team (SCT), consisting of the following units and assigned staff: * Community Outreach Programs and Services Unit * Crime Analysis and Investigations Unit * Targeted Crimes Unit. Incorporate SCT objectives through the integration of prediction, prevention and proactive response methodologies into individual unit approaches. 2. Develop a comprehensive community safety program to address root causes of criminal behavior and prohibited conduct impacting the quality of life within the core and edge campus communities. 3. Coordinate the department's integrated predictive policing initiatives. Utilize advanced analytics and intelligence to support information-based decision-making relating to policies, strategies and tactics. 4. Organize team efforts around a problem-oriented policing model. Construct operational plans utilizing the SARA (Scan - Analyze - Respond - Assess) standard or similar. 5. Assume leadership in building effective partnerships between the campus community and the department. Seek to engage constituents in problem-solving activities that aim to prevent/reduce crime and enhance the quality of university life. 6. Employ strategic relationship building to develop a university public safety district approach to address crime and quality of life issues in the edge campus environment. 7. Serve as the department's chief public information officer. 8. Manage the department's regional security administration program. 9. Administer the department's police services contracts to include all Intergovernmental Agreements (IGA) and Memoranda of Understanding (MOU). 10. Identify and coordinate programming to promote the use of internships, educational cooperatives and volunteers to enhance the capacity of UODPS services. 11. Seek grants and related funding opportunities that promote community partnerships to prevent and reduce crime throughout the campus environment. This position description is intended to represent only the key areas of duties and responsibilities; specific position assignments will vary depending on the business and operational needs of the department. Minimum Qualifications: Requires a bachelor's degree in a relevant field and a minimum of five years of progressively responsible law enforcement/public safety experience including three years of supervisory experience, preferably in a campus and/or metropolitan area, or any equivalent combination of training, knowledge, skills, abilities and experience that demonstrate the following competencies: Strong leadership, organizational and problem-identification/resolution skills; ability to engage in strategic planning and program/policy development; ability to contribute to the development and management of departmental budgets and resources; demonstrated analytical and computational skills to

include competency utilizing standard law enforcement computer-based technologies and management systems. Preferred Qualifications: Experience in applying modern law enforcement/public safety practices and techniques; demonstrated success in supervising sworn and non-sworn personnel within a law enforcement/public safety setting; extensive training and expertise in community-oriented policing practices; demonstrated commitment to delivering community-centered programs and services within a campus setting; experience in working within a problem analysis-based accountability and management structure such as CompStat; demonstrated knowledge of emergency management and planning; ability to assess critical or emergent situations and determine an appropriate course of action; knowledge of mandatory crime reporting laws/regulations and other campus specific legal requirements. Excellent oral and written communication skills and a sensitivity to effectively interact with a highly diverse campus community; demonstrated ability to work effectively with persons from diverse socio-economic and racial candidates required. Final candidates must meet special requirements: No un-pardoned adult felony convictions; no convictions for domestic violence; valid driver's license and proof of insurability; ability to work in potentially hazardous conditions, variable work shifts, proper handling of personal protective equipment. Final candidates must have ability to successfully pass: criminal background check; driving record check; physical examination; psychological examination including drug screening; and past employment background review. Successful completion of Oregon Department of Public Safety Standards and Training (DPSST) Special Campus Security Officer course or an approved alternative within 18 months of employment will be required. Highly prefer candidates with the following certifications: Adult CPR with First Aid and Automatic External Defibrillation (AED) (certification required within 60 days of employment); CPR for the Professional Rescuer with AED specialization preferred; basic law enforcement certification from DPSST or similar law enforcement certification highly desirable, but not required at the time of employment; advanced law enforcement supervisory certification from DPSST or similar law enforcement supervisory certification. Certification will be required if the Department transitions to a sworn law enforcement organization as currently under consideration. Salary: Commensurate with qualifications and experience; excellent fringe benefits including health and dental insurance; options for long and short-term disability, accidental death and dismemberment, and life insurance; deferred compensation plan; employer-paid retirement contributions; vacation and sick leave; and tuition benefits for self or dependents. Application Procedure: Submit a cover letter that indicates your qualifications for the position, Human Resources job application form (<http://hr.uoregon.edu/jobs/>) and list of three to five professional references to: Mail: Human Resources, 5210 University of Oregon, Eugene OR 97403-5210. Hand Deliver During Business Hours: Human Resources, 463 Oregon Hall, corner of 13th and Agate. Hand Deliver Evenings and Weekends: Oregon Hall Drop Box (bright yellow) located near the west entrance to Oregon Hall. Fax: (541) 346-2548. This announcement is available in alternate formats upon request. If you are a qualified applicant with a disability and need accommodation with the application process, please call (541) 346-3159 for assistance; if you need accommodation for the interview, please notify Department of Public Safety if an interview is scheduled. An EOE/AA Institution Committed to Cultural Diversity and Compliance with the Americans with Disabilities Act.

Security Director. Location: Los Angeles, CA. Company: **Universal Protection Service.** Salary: \$60-70k. Class A High Rise. Description: We are seeking a Security Director with minimum 7+ years of security management experience, supervising staff of at least 15-20 team members, exceptional management and leadership skills, and the ability to multi-task. Must be a good communicator as he/she will be expected to communicate with management, train staff, document issues and incidents as they occur. Computer literate and able to type minimum 30 wpm. Previous law enforcement or military experience a plus. Our client sites include prestigious gated communities, healthcare facilities, airports, government facilities, premier mid-high rise office buildings, distribution/manufacturing facilities, regional malls and retail centers requiring the highest standards of service. If you enjoy exceeding expectations and developing a five star team, then we want to meet with you! For more info visit: www.universalpro.com. PPO License #14417. EOE. Requirements: Candidates must have minimum 7+ years as a Security Director or security management experience, have experience interacting with CCTV systems, supervising staff of at least 15-20 team members, exceptional management and leadership skills, and the ability to multi-task. Must be a good communicator as he/she will be expected to communicate with management, train staff, document issues and incidents as they occur. Excellent written communications skills. Computer literate and able to type minimum 30 wpm. Previous law enforcement or military experience a plus. BA or BS degree preferred.

Safety And Security Manager. Location: Helena, MT. Company: **Helena School District.** Under the general direction of the Director of Support Services, this position oversees the daily management of the Districts Occupational Health and Safety, Environmental Compliance, Emergency Response and Security programs. Requires: Bachelor's degree from four-year college or university with a focus on environmental, occupational safety or related field and five years related experience and/or training; or equivalent combination of education and experience as determined by the District. Desired (not required) Certifications and/or training: Montana Asbestos accreditation (inspector, management planner, designer or supervisor); Playground Safety Inspector; First Aid and CPR; Forklift Trainer; Crime Prevention through Environmental Design; Indoor Air Quality; Incident Command System or other relevant safety or security related certifications or training. Starting Salary: \$42,000 - \$52,000, depending on qualifications. A comprehensive benefit package is also provided. Required application materials include: completed district online application including letter of introduction, college transcripts and a resume. Initial screening of applications will begin February 1, 2010. This position will remain open until filled. EOE. District online application is available at: www.helena.k12.mt.us Helena Public Schools Personnel Services Office 55 South Rodney Street Helena, Montana 59601 Phone: (406) 324-2010 E-mail: personnel@helena.k12.mt.us