



Job Title:	Security Guard, Seasonal		
Department:	Security	Reports To:	Security Supervisor
Salary:	DOE	Travel Required:	Yes

Job Description

SUMMARY

The Park Security Guard is responsible for supervising the enforcement of rules, regulations, and ordinances pertaining to public use of Park District grounds and facilities. This position conducts routine patrol of parks and facilities, educating the public on the proper use of district resources and interdepartmental service requests.

ROLE AND RESPONSIBILITIES

The ideal candidate will ensure that the park environment is safe and enjoyable. Other duties are as followed:

- Keeping accurate and detailed records.
- Ensures a clean and safe workplace.
- Work with all departments of the park district. Work with other agencies (schools, library, villages), Blue Island Police Department, local businesses, and service organizations.
- Offers first aid (if certified) and handles emergencies with police and fire departments.
- Assist with emergency procedures and building evacuation.
- Cleans snow, accidents, spills, etc. in absence of maintenance crew.
- Moves and sets up furniture, etc. as needed and assigned.
- Report all hazards to Supervisor and Maintenance Supervisor.
- Perform other duties as assigned.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

The qualified individual should possess the ability to make safe decisions under normal and highly stressful situations, as well as to work efficiently and effectively with little or no direct supervision.

- High School diploma or GED equivalent.
- Must be at least 18 years of age.
- Current CPR certification or ability to gain CPR certification.
- A valid Illinois Driver's license is required.
- Additional licenses, certifications, or training may be beneficial.

PREFERRED SKILLS

- Security experience is preferred.
- Sound communication skills and ability to present ideas in a concise verbal and visual manner.
- Clear and concise skill sets in organization and attention to detail.
- The ability to carry out instructions effectively.
- Conveys a positive attitude to others.

ADDITIONAL NOTES

The workday shift varies, and nights and weekends are required as needed for special events. Scheduled hours may range from 10 - 15 hours per week.

The Blue Island Park District will abide by all state, local, and CDC guidelines to ensure the health and safety of the community.