Employee Requisition Form

Position to Be Filled: **Security Officer**

Purpose: The Security Officer shall preserve the public peace, protect life and property, prevent crime, enforce laws, and ordinances, and make forceful arrest of violators of the law, as well as carry out additional tasks that are regulated by the Tachi Palace Hotel & Casino. The Security Officer exercises restraint and good judgment in a variety of emergency situations; analyze situations accurately and adopt an effective course of action; exercise good judgment in personal encounters and relationships with the customers and employees of the Tachi Palace Hotel & Casino.

Required Qualifications / Essential Duties:

- Patrol a designated area and building property to inspect and check for physical safety and security, and for unsafe conditions for the working environment.
- Prevent entry and/or report presence of unauthorized persons
- Notify surveillance and shift supervisor of any unusual activities
- Conduct investigations of disturbance, thefts, robberies, vehicle accidents, and other illegal or unusual incidents; and prepare investigative, follow-up and incident reports of observed violations.
- Basic interviewing techniques, crowd / traffic control techniques, and record keeping techniques
- Basic first aid and adult CPR
- Knowledge of laws of arrest
- Legible and good writing skills

Reports To:	Security Sergeant
Starting Rate of Pay:	D.O.E
Approximate Hours:	40
Date Needed:	ASAP
Filling Deadline:	Open Until Filled

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Recruitment Representative Date Posted

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