

Pauma Valley Community Services District: Unarmed Security Gate Attendant

This is a full time position with health benefits after 60 days, annual health reimbursement account and life insurance after 90 days. As a public agency the District participates in CalPERS (California Public Employees Retirement System).

Responsibilities:

Security administration work:

- Public Relations with residents and local businesses
- Watch for irregular or unusual conditions that may create security concerns or safety hazards
- Monitor scanner to dispatch patrol to incidents within the district

Experience:

- No experience needed will train the right individual

Skills:

- Ability to operate radio, telephone, fax machine and computers
- Effective oral and written communication skills
- Active listening skills
- Ability to assess and evaluate situations effectively
- Ability to identify critical issues quickly and accurately
- Attention to detail
- Self-motivated and energetic

Other:

- Must be a U.S. citizen or a foreign citizen authorized to legally work in the United States
- Must have access to reliable transportation
- Must not use illegal drugs; must be able to pass a drug test with negative results (except when undergoing documented medical treatment)

Physical Requirements and Environment:

- Major activity: Walking, standing, speaking, listening, observing, greeting residents with a wave
- Physical efforts to carry out job duties: Standing, walking, and sitting; minimal stooping, kneeling and lifting
- Environment: Indoor and outdoor, temperature ranges from moderate to extreme cold and heat

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<http://paumavalleycsd.com>