

# Job Posting

# #23.121 SECURITY WORKER

**\*Please See Below for Shift Details\***

*This posting is open to all qualified applicants.*

Our Place Society (OPS) is an organization founded on progressive and inclusive Christian values and principles. We work as a team to create a nurturing atmosphere of home and family, where all are welcome. **A team approach is critical to living out our mission and values and directing our work.**

## **Position Overview:**

Perform security duties/front desk responsibilities to ensure the facility and grounds are secure and safe for residents and staff.

## **Duties and Responsibilities:**

- Ensure 24-hour observation of the facility as a member of the Security Team.
- Provide appropriate access to residential floors.
- Provide appropriate access to other floors for all people entering the building.
- Monitor video surveillance equipment, building systems and alarms and respond accordingly.
- Maintain current knowledge of emergency procedures.
- Report incidents in accordance with policies and procedures.
- Maintain an awareness of concerning behavior by the public, family members, residents, and staff.
- Follow health and safety policies and procedures.
- Maintain open lines of communication with all departments.
- Maintain a professional demeanor at all times when representing Our Place Society. This includes the public, donors, law enforcement, first responders, residents, family members and staff.
- Work cooperatively and work alone responsibly as part of the Security Team.
- Perform other related duties as required.

## **Qualifications:**

Education:

Grade 12

Basic Security License



Hope and Belonging

Training and Experience:

- A minimum of 6 months of experience or an equivalent combination of education, training, and experience.

### **Working Conditions**

**Shifts:** Casual, shifts may vary.

**Compensation:** \$23.99 to \$27.54 per hour. Casual employees will also receive 11% of their straight time pay in lieu of scheduled vacation and paid holidays.

**Benefits:** Access to our EAP (Employee Assistance Program).

**This position requires union membership.**

### **How to Apply:**

Eligible candidates are invited to submit a covering letter with their resume detailing their related background, experience, and qualifications by 4:30 p.m. Wednesday, January 17, 2024 to [careers@ourplacesociety.com](mailto:careers@ourplacesociety.com) or to Our Place Society, Attention Ryan Brost, HR Manager, 919 Pandora Ave, Victoria, B.C. V8V 3P4. Please quote “File #23.121 – Security Worker” in the subject line.

**Please note: All applications must have a cover letter to be considered.**

We appreciate your time and interest in the position. However, due to the volume of applications, only shortlisted candidates will be contacted.

Our Place Society is an equal opportunity employer. We value the diversity of the communities we serve and are committed to engaging and developing a diverse and inclusive workforce. Our Place Society welcomes applications from First Nation, Inuit, Métis, New Canadian, differently-abled, and LGBTQ2S communities.