**EMPLOYER JOB ORDER FORM**

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>JOB ID</th>
<th>OPEN DATE</th>
<th>LOCATION</th>
<th>REQUIRED FOR POSITION</th>
<th>REQUIRED EDUCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Security Officer</td>
<td>17249</td>
<td>12/02/2019</td>
<td>Mountain View</td>
<td>TB exam, Fingerprint, Drug Screen, Background Check, CA ID - 18 yrs of age</td>
<td>High School Diploma/GED</td>
</tr>
<tr>
<td>HOURS/WEEK</td>
<td>SALARY</td>
<td>WORKDAYS</td>
<td>SHIFT/HOURS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20 - 40</td>
<td>$18 - $22.00 DOE</td>
<td>Monday - Sunday</td>
<td>Varies</td>
<td></td>
<td></td>
</tr>
</tbody>
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**JOB DESCRIPTION**

- Patrol facility or man post as instructed and serve as a general security presence and visible deterrent to crime and client rule infractions
- Detect suspicious activities and watch for criminal acts or client rule infractions at or near assigned post which may be a threat to the property, client or employees at the site.
- Report all incidents, accidents or medical emergencies.
- Respond to emergencies, such as medical and bomb threats; and to alarms, such as fire and intrusion by following emergency response proceedings.

3 TO 5 KEY SKILL SETS REQUIRED

***Must be at least 18 years of age or as appropriate to state or contractual obligations.***

- High school diploma or GED, plus at least one verifiable employment; or at least 10 years of verifiable employment history.
- No criminal convictions as specified under Allied Barton Guidelines.
- Ability to read, write and speak English.
- Ability to communicate effectively both orally and in writing for the purpose of public interaction and report writing.
- Able to provide proof of ability to work in the United States.
- Ability to perform essential functions of the position with or without reasonable accommodation.
- Ability to interact with all levels of Allied Barton employees and the public in a direct, timely and professional manner.
- Ability to deal with internal and external customers and to ensure compliance with fair employment practices.
- Ability to get along with other employees follows directions, work under stress, add value and continuously improve.
- Ability to conform to established procedures and to help identify and solve problems.
- Ability to maintain regular attendance to ensure avoidance of unpredictable, frequent and/or ongoing tardiness.
- Negative result on pre-employment drug screen. Must have a guard card.