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West Islip Public Schools

The Michael and Christine Freyer Administration Building

100 Sherman Ave * West Islip, New York 11795

TEL: (631) 893-3200 * FAX: (631) 893-3212

Wendy J. Duffy
Assistant Superintendent for Business

GENERAL ANNOUNCEMENT OF POSITION AVAILABLE
Please Post

POSITION: *Lead Guard*

EFFECTIVE DATE: *Immediate*

WORK YEAR: *12 Months*

LOCATION: *High School*

HOURS: *6:30 am – 2:30 pm*

RESPONSIBILITIES: *Direct and coordinate responsibilities of security staff assigned to the High School. Provide security supervision of hallways, entrances and grounds of the school building.*

QUALIFICATIONS: *Working knowledge of the basic rules of good conduct expected on district property; working knowledge of the assigned area and of the rules, regulations and procedures pertaining to admission; ability to observe suspicious activities and report evidence of loss or damage; ability to follow oral and written instructions; ability to prepare written reports; ability to deal courteously and tactfully with the students, staff and the public. Physical condition commensurate with the demands of the position. Active or retired police or peace officer preferred. Must have valid New York State driver's license and New York State license as a security guard.*

SALARY: *\$20.23 - \$23.26/hour depending on qualifications.*

Persons interested in the above position should address a cover letter and resume to Wendy J. Duffy, Assistant Superintendent for Business and send to the attention of Maria Bacchi /Human Resources, no later Friday, April 13, 2018.



03/21/18