

Job Title Public Safety Associate	
Hourly Pay Rate \$16.00	Time-base 119-day Part-time, Seasonal, Temporary
Job Overview This position guards and/or patrols the entire facility with constant awareness of surroundings and provides support to the Public Safety Department.	
Duties and Responsibilities include, but are not limited, to the following: <ul style="list-style-type: none"> •Controls entrances and prevents admittance of unauthorized individuals at checkpoints. •Greets, directs, and assists individuals using excellent customer service skills. •Patrols the entire facility on foot or patrol vehicle to maintain visibility and observe possible unusual activity. •Unlocks, locks, opens, and closes numerous padlocks, doors, and rollup doors with keys and tools. •Ensures lights are turned on or off as necessary throughout the Fairgrounds and other associated State properties. •Maintains a working knowledge of all emergency policies, procedures, and regulations to be able to respond to alarms, incidents, and emergency situations. •Writes and submits complete, accurate, and informative reports. •Ensures tasks and responsibilities are completed and covered and commits to long hours of work when necessary to reach goals. •Provides information to Public Safety team by communicating effectively. •Performs other related duties as assigned or requested when needed. 	
Qualifications <ul style="list-style-type: none"> •At least one-year experience as a Security Guard, Law Enforcement Officer, or service in any branch of the military or any combination of these positions to equal one year. •Excellent customer service, communication skills, and team player. •Good judgement and professionalism. •Conform to uniform requirements. •Must possess a valid driver's license, if required to drive patrol vehicle. •Possession of a valid Guard Card issued by the California Department of Consumer Affairs, a plus. 	
Working Conditions <ul style="list-style-type: none"> •Maintains fixed post position and/or walks for extensive periods patrolling the 400-acre facility. •Involves some exposure to hazards or physical risk that require following safety precautions. •Sees, hears, smells, and stays alert of surroundings. •Uses standard security equipment and office equipment. •Moves objects up to 50 pounds. •Works a flexible schedule including nights, weekends, and holidays when necessary. 	