Part-Time Security Officer

The Lutheran Theological Seminary at Philadelphia is seeking part-time security officers for its campus in Philadelphia’s Mt. Airy section. Candidates must have at least one year of security experience, military or civilian, and should have certification in CPR (cardio-pulmonary resuscitation), use of an AED (automatic external defibrillator), and basic first aid, or have the capability of attaining the aforementioned certifications within six months of initial assignment.

Specific duties include, but are not limited to:
1. Walking patrol of the seminary’s 14-acre campus
2. Utilize two-way radios
3. Respond to fire and burglar alarm activations
4. Prepare incident/information reports and daily activity logs
5. Monitor closed-circuit television surveillance system
6. Monitor dormitory and learning center access control system
7. Conduct parking lot inventories and surveys

Candidates will be required to pass a criminal background check, and work a 20-hours per week schedule (days to be determined). Please submit a cover letter, resume, and three professional references to resumes@Ltsp.edu, or mail to LTSP, Human Resources, 7301 Germantown Avenue, Philadelphia, PA 19119-1794. Resumes accepted through June 30, 2015. EOE.