

Work Study Job

Job Title:	Campus Security/Parking Enforcement	Department:	Safety & Security
Hourly Rate:	\$17.00	Supervisor:	Matthew Jackson

Job Description

Role and Responsibilities

The primary role of this position will be to assist in the security with clerical duties. This job might include completing foot on a regular basis and also through monitoring surveillance cameras to be aware of campus activity. Other activities may include securing doors and windows, assisting students, staff, employees, and visitors with various questions or issues, and completing a log of daily activities.

Educational Benefits

There are many educational benefits to this position. One of the greatest benefits will be to someone seeking to further their education with a Criminal Justice or similar degree to receive relatable trainings and skills. For those not seeking a career in Criminal Justice, this position will sharpen your skills in team work, problem solving, written and verbal communications, attention to detail, customer service, leadership, among many other skills.

Preferred Skills

Preferable skills include knowledge in use of Microsoft Office products such as Outlook and Word, ability to safely operate a motor vehicle, and the ability to work as a part of a team and independently.

Applications Accepted By:		
Email: Hip.Nguyen@seattlecolleges.edu Subject Line: Campus Security/Parking Enforcement Positions Available	Mail: South Seattle College RSB 62A 6000 16 th Ave SW Seattle WA, 98106	Phone: 206.934.5157

Supervisor: Email the completed form to: Kindra.cutler@seattlecolleges.edu

Save as: Job Title – Department Name