



Job Title: Security Guard (casual positions)
Program: Housing & Case Management Services
Reports to: Team Lead, Housing & Case Management Services

Responsibilities

- Protecting property and maintaining a safe and secure environment for clients and staff
- Observing for signs of crime or disorder and investigate disturbances
- Completing random and regular building and perimeter patrols
- Contacting police or fire departments in cases of emergency, such as fire or presence of unauthorized persons
- Completing reports of any irregularities, such as property damage, theft, presence of unauthorized persons, or unusual occurrences

Requirements

- Must be available to work within the following timeframes
 - o Monday to Friday from 12:00 to 4:00 a.m.
 - o Saturday and Sunday from 11:00 p.m. to 4:00 a.m.
- Experience with de-escalation skills
- Ability to write comprehensive reports
- Must provide a criminal record check with the vulnerable sector completed
- Ability to make immediate decisions, while maintaining composure, in emergency response situations with minimal supervision
- Ability to handle confidential information with high amount of discretion
- Security training would be an asset
- Experience within the mental health sector would be an asset

Application Procedure

1. Forward cover letter and resume to: recruitment@cmhadurham.org
2. Deadline for applications is **April 5, 2017**

CMHA Durham is an equal opportunity employer. All qualified candidates are encouraged to apply; however only those selected for an interview will be contacted. Accommodations are available upon request.