

GUARD II**Nature of Work**

Under general supervision, performs full-performance level work monitoring state property by making periodic inspection of assigned areas to inspect or alter equipment operation; detects fire, theft, vandalism, and illegal entry; secures areas. Investigates criminal offenses and causes warrants to be issued; and follows up with court proceedings as necessary. At DHHR psychiatric facilities, responds to calls for assistance from staff, participates and assists in all emergency codes, participates in patient searches, grounds and buildings searches, and assists with patient elopements and AWOLS. May be required to work rotating shifts, nights, evenings and/or holidays. Performs related work as required.

Distinguishing Characteristics

Work at this level is distinguished by the predominance of duties involving the securing or security of the facility. The extent of legal authority with regard to unauthorized activities includes carrying a firearm in the performance of the work, swearing-out warrants and appearing in court. Carrying of a firearm does not apply to duties and responsibilities of positions located at Mildred Mitchel Bateman or William R. Sharpe, Jr. Hospitals, which are psychiatric facilities.

Examples of Work

Patrols building and grounds to make routine checks of equipment, grounds and property, and to check for danger from fire, theft, or other hazards.

Reports emergency phone calls to proper supervisor.

Responds to calls for assistance from individuals or groups, such as patients on facility grounds.

At DHHR psychiatric facilities, upon successful completion of CPR, First Aid and Crisis Prevention Intervention (CPI) training, participates in support team crisis events involving patients, as necessary.

Conducts required safety inspections.

Maintains order and prevents disturbances.

Sounds alarm in case of fire or other emergency and/or dangerous situation.

Reports irregular or unauthorized activities, property damage, safety hazards, and malfunctioning equipment.

May be required to use physical force in apprehending or detaining escapees or trespassers.

GUARD II CONT'D)

Knowledge, Skills and Abilities

Knowledge of the uses of basic firefighting equipment.

Knowledge of the use and maintenance of firearms. (Not applicable to positions at DHHR psychiatric facilities.)

Knowledge of appropriate legal action taken upon discovery of problem.

Ability to observe and detect anything out of the ordinary which might result in damage to state property.

Ability to remain awake and alert.

Ability to act quickly in the event of an emergency.

Ability to subdue offenders without harm to offender or self.

Ability to use self-defense tactics in case of personal attack.

Ability to use firearms safely. (Not applicable at DHHR psychiatric facilities.)

Ability to carry-out oral and written instructions effectively.

Minimum Qualifications

TRAINING: Must be able to pass a test at the eighth grade level.

EXPERIENCE: One year of full-time or equivalent part-time paid employment.

SPECIAL REQUIREMENT: Must be bonded by Board of Risk and Insurance Management to carry a firearm. (Not applicable for DHHR psychiatric facilities.)

Established: 8/20/92

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