



THURSTON COUNTY
invites applications for the position of:

Court Security Officer

SALARY: \$3,345.00 - \$4,449.00 Monthly

OPENING DATE: 06/10/16

CLOSING DATE: Continuous

SUMMARY OF DUTIES:

This employment opportunity will remain open until filled. Thurston County Superior Court reserves the right to close the recruitment at any time. To ensure consideration for this position, please submit your application as soon as possible.

Under the general direction of Superior Court the Court Security Officers provide the day-to-day protection and security of the Thurston County Courts and respective facilities. Maintain order and ensure the personal safety and security of judges, staff, and the general public. Operate and maintain the security screening stations in court facilities. Monitor and respond to courtroom and court facilities emergency alarms and respond to calls for security services and assistance. Perform a variety of technical duties for court security processes. Other duties include but are not limited to:

- Secures weapons prior to persons entering the courthouse and ensures weapons are safely secured in lockers.
- Confiscating and seizing unauthorized weapons and processing them for criminal charges and/or destruction.
- Maintaining accurate daily records of number of visitors entering the courthouse.
- Operates walk-through magnetometer, hand held wand metal weapon detector or other related types of screening devices to check visitors entering the courthouse for weapons and other prohibited articles. Conducts hand searches of personally carried items to inspect for potentially dangerous objects.
- Continuously monitors, via closed circuit cameras, courtrooms and facilities for adverse situations. Intervenes to prevent escalation of problems. May be required to use restraint or force, up to and including deadly force as deemed reasonable and necessary. Makes arrests if required and prepares incident and arrest reports.
- May be required to control and limit public access to the court facilities to reduce security risk and ensure public safety.
- Responds to alarms, bomb threats, and safety concerns and assists with building evacuation. Provide escort duties for individuals in a threatened or endangered situation. Implements first aid procedures as necessary.
- When required, calls for assistance from local law enforcement and/or emergency response units. Utilizes pagers, telephones, and portable radios to maintain communications with other security personnel and/or other agencies responding to calls for assistance. Provides aid to responding agencies as requested.
- Provides general information, direction, and assistance to the public.
- May act as Courtroom Security Bailiff.

QUALIFICATIONS:

- High School Diploma or GED.
- Two year's law enforcement experience, and must be a graduate of a State or Federal Law Enforcement Academy.
- Must meet standards and obtain a Special Commission from the Thurston County Sheriff's Office within 30 days of hire.
- Must pass background investigation which may include but is not limited to employment history, criminal history, psychological evaluation and a polygraph exam.
- Must possess, or obtain upon hire, a concealed weapons permit from the State of Washington.
- Officers are required to provide their own weapon and must be trained in the use of short firearm, with the requirement to successfully re-qualify with the Sheriff's Office annually.
- Must maintain a valid First Aid Card with certification in the use of the Life Pak Emergency Defibrillator.

- Must have a valid Washington State Drivers License or have requested and obtained an appropriate accommodation.

OTHER POSITION RELATED INFORMATION:

Contact Person: John Price (360) 786-5563

This position is:

- NOT Represented by a Union
- Eligible for benefits
- Eligible for overtime under the Fair Labor Standards Act (FLSA)

Items required for consideration:

- Application
- Cover Letter
- Resume
- Professional References
- Supplemental Questionnaire

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.co.thurston.wa.us/hr/index.htm>

Position #06R00163
COURT SECURITY OFFICER
PH

Thurston County
Olympia, WA 98502
(360) 786-5498

sandben@co.thurston.wa.us

Court Security Officer Supplemental Questionnaire

* 1. Have you ever been convicted of a crime?

- Yes
 No

2. If yes, explain below:

* 3. Have you ever had findings made against you in any civil adjudicative (judicial or administrative) proceeding? A "civil adjudication proceeding" is a judicial or administrative adjudicative proceeding that results in a finding of, or upholds an agency finding of, domestic violence, abuse, sexual abuse, neglect, abandonment, violation of a professional licensing standard regarding a child or vulnerable adult, or exploitation or financial exploitation of a child or vulnerable adult under any provision of law, including but not limited to chapter 13.34, 26.44, 74.34 RCW, or rules adopted under chapters 18.51 and 74.42 RCW. "Civil adjudication proceeding" also includes judicial or administrative findings that become final due to the failure of the alleged perpetrator to timely exercise a legal right to administratively challenge such findings.

- Yes No

4. If yes, explain below:

* 5. Have you had both a conviction and finding made against you in any civil adjudicative proceeding?

- Yes No

6. If yes, explain below:

* 7. Do you have any civil adjudicative proceedings or criminal charges pending?

- Yes No

8. If yes, explain below:

- * 9. The purpose of this disclosure form is to comply with the Washington Child and Adult Abuse Information Act. Our intent is to do what we can to assure the well-being of all clients we serve. NOTE: By completing this form, applicants understand that an inquiry may be made to the Washington State Patrol or other law enforcement agencies under the Child and Adult Abuse Information Act to determine whether the applicant has any history relating to crimes against another person or child abuse. I certify under penalty of perjury under the laws of the State of Washington that the foregoing responses are true and correct.

Yes

No

* Required Question