Relief Terminal Security Officer – Recruitment #301

Posting Period

February 25, 2015 – Open Until Filled

Compensation

Starting rate is $19.50/hr

These are non- benefited positions, with no guarantee of hours to be allocated.

FLSA Status

Represented (Non-Exempt)

Department

Terminal Security

Reports To

Terminal Security Officer Supervisor

To Apply

https://careers.portoftacoma.com

For question or inquiries, please contact the Human Resources Department at hr@portoftacoma.com



www.portoftacoma.com

Job Summary

The Port of Tacoma's Security Department is recruiting for Relief Terminal Security Officers (TSOs). These positions are responsible for the protection of life and property throughout a designated terminal area. A TSO is a proprietary security officer who is charged with the safety, security and protection of terminal personnel, its stakeholders and all properties in accordance with federal, state, local laws and regulations and terminal procedures. These are limited duration positions that are represented by a collective bargaining agreement expected to last up to the life of the service agreement. These are non-benefited positions with no guarantee as to the number of hours to be allocated.

Essential Functions and Duties

- Enforce all applicable port security-related federal, state and local laws and regulations. Follows all security, traffic and safety rules and regulations and engage in support activities to first responders.
- Execute Port of Tacoma security duties encompassing the physical security of port areas, terminal areas, waterways and adjacent port shoreline security, operational security, information security (protecting sensitive security information), supply-chain security and others. Monitor and control access into and out of terminal facilities during assigned hours.
- Dedicated exclusively to 24-hour terminals safety and security activities, responsible for patrol and surveillance of the terminal and adjacent waterways; manage the terminal entry control points and executes Command, Control, Communications and Intelligence (C3I) duties at the designated Terminal Control Center.
- Operates a shuttle van for transporting vessel officers, crew and visitors to/from vessel.
- Monitors vessel berthing at the terminal to ensure safe and secure docking, issues declarations of security and enforces port security related to applicable laws and regulations.
- Oversees public safety as well as environmental and maritime related safety regulations. Supports the maintenance of free flow of commerce and produce a safe, secure environment that promotes uninterrupted terminal operations.
- The TSO has a controlling impact on the prevention of transportation security incidents, security breaches, and crime within the assigned terminal areas.
- Take proper action at the scene of transportation security and criminal incidents, to include executing requests for assistance, evacuating personnel, administering first aid, gathering evidence, identifying witnesses, writing incident reports and daily blotters, participating in Incident Command structure, and other related duties. May conduct initial traffic, accident, and other Port security related investigations, including cargo loss and general theft.
- Execute surveillance of operations terminals and cargo storage areas, and conduct physical inspections of terminal building, operational areas, waterways, etc.
- Enforce vehicle and pedestrian traffic control, correct and report traffic and safety hazards observed to the appropriate authorities. Initiate and submit daily reports covering port security and shift activities/assignments.
- Maintain communications with other security agencies.

Required Experience and Education

Minimum education required is graduation from high school or GED equivalent. Must maintain a valid Washington State Driver License and Transportation Worker Identification Card (TWIC).

Previous job experience required is a minimum of one (1) year experience as a security officer in private industry, military or applicable environment and/or one (1) year experience working in a role that is heavily customer service focused. Must have and maintain an excellent driving record. Preference will be given to qualified candidates who are able to work all shifts.

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Knowledge, Skills, Abilities & Other Work Characteristics

Must have knowledge of the laws controlling, and the procedures, practices and techniques necessary to execute terminal security operations. Must have knowledge of the laws, codes, statutes and regulations concerning port security activities, transportation security incidents, criminal activity (especially when applied to port security operations), emergency response and national incident management system, and others as applicable. Individual must understand the techniques, practice and procedures necessary to have effective interaction with the general public and officers of other agencies and municipalities. Must be able to comprehend Port security duty manuals and terminal facilities security plan to which they are assigned, departmental organizations, Port of Tacoma administrative direction and culture, and all other applicable regulations and policies.

Individual must have possess the skills to use and care for radio communications equipment, as well as be able to execute security performance tasks as they relate to terminal operations and waterfront activities, including physical security, supply-chain security, waterways security, information security, and others. Must be skilled at the use and application of the National Incident Management System/Incident Command Structure, to include completion of IS100 and must assume collateral duties related to port safety, security, and policing activities and assume other duties, tasks, and responsibilities as assigned.

Individual must have the ability to cope with situations firmly, courteously, tactfully and with respect of others rights, as well as be able to analyze situations quickly and objectively to determine a proper course of action. Must be able to understand and carry out oral and written instructions, write and speak effectively, accurately, and comprehensibly and learn administrative procedures connected with terminal security work. Individual must have unquestionable integrity and be able to physically perform all assigned duties. Must be able to respond favorably to stress, sustain strong anger management skills and maintain a high degree of emotional stability. Individual must have the ability to serve as first responder in emergency situations and perform first aid procedures, including AED and CPR, as well as have upper body flexibility and full range of movement of upper extremities. Must be able to operate a personal computer and have effective technology skills.

Individual must possess the ability to align with the vision, goals, and core values desired at the Port of Tacoma; demonstrates enthusiasm, vitality and creativity; demonstrates a strong customer service attitude and treats all individuals with courtesy, dignity and respect and actively supports and clearly communicates the goals, objectives and strategies of their individual department and the Port.

Working Conditions

Most duties and responsibilities are performed mostly in a field environment, while executing terminal security activities. Work requires regular exposure to uncontrolled and/or unpredictable conditions and the frequent exercise of moderate physical effort (Duties require operating in a vehicle for prolonged periods of time, standing for substantial periods of time, bending, walking, climbing, and other physical efforts). Duties & responsibilities may be performed in an office setting requiring the operations of a telephone, radio communications equipment, personal computers, cameras and monitors, etc. While performing the duties of this job, the TSO is frequently required to work in outside weather conditions. Additional conditions may apply.

Employment Eligibility

In accordance with the Immigration Control and Reform Act of 1986, all persons offered employment must provide acceptable proof of identity and authorization to work in the United States. Proof will be required prior to employment.

The successful candidate must possess (or obtain within 30 days of employment) a valid driver's license. Candidate must be able to successfully complete a post-offer substance abuse test (includes both drug and alcohol) and background investigation. Candidate must also be able to obtain/maintain a Transportation Worker Identification Credential (TWIC), which is a program managed by the Department of Homeland Security (DHS). Information on this program can be viewed at https://www.tsa.gov/twic.

Application Process

All applicants **must** complete a Port of Tacoma application online at https://careers.portoftacoma.com. All applications must be submitted on or prior to the closing date. **Only complete applications meeting the qualifications based on the information provided may be considered for interview.**

(The conditions of employment for this position are "At-Will" which means that either the Port or an employee can terminate the employment relationship at any time and for any reason not prohibited by statute. No supervisor, manager or director of the Port, other than Chief Executive Officer, has the authority to alter these employment conditions.)

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