



art gallery of sudbury
galerie d'art de sudbury

Security Position

Art Gallery of Sudbury | Galerie d'art de Sudbury
Sudbury, Ontario

Application Deadline: September 18, 2020 at 5:00 PM

Start Date: Monday, September 28, 2020

Term: September 28, 2020 – January 22, 2021 (16 weeks)

Contract Salary: Part time, \$16.00 per hour

Job Summary

The Art Gallery of Sudbury is currently looking for a professional Security Guard to ensure the safety of its assets and personnel for a 16-week period.

The position has a fixed length of 16 weeks and requires the candidate to work during weekends.

Supervisor: Guest Services and Operations Coordinator; Director | Curator.

Responsibilities

- Serves as Front Desk staff as required.
- Protects company's property and staff by maintaining a safe and secure environment
- Observes for signs of crime or disorder and investigate disturbances
- Provides incident reports as required
- Patrols randomly or regularly building and gallery spaces
- Monitors and controls access at building entrance
- Watches alarm systems or video cameras and operates detecting/emergency equipment
- Performs first aid or CPR

Requirements

- Proven work experience as a Security Guard or relevant position with excellent references
- Security Guard Licence
- Bilingual English and French preferred.
- Excellent knowledge of public safety and security procedures/protocols
- Surveillance skills and detail orientation
- Integrity and professionalism
- Excellent customer service and skills in hospitality

- Clean police check
- High school degree
- First Aid