

## Security Officer

### Job Summary

The Oregon International Port of Coos Bay is hiring a Security Officer to perform uniformed security activities for Port of Coos Bay properties and vessels located within Port property. The Security Officer will specifically actively patrol Port properties in Charleston to detect, deter and report criminal activity, assist customers, protect Port and personal assets, and serve as a frontline customer service representative during and after normal working hours.

### Essential Job Functions

- Conducts vehicle and foot patrol of Port properties, buildings, and facilities including marina, boatyard, leased properties, and RV park.
- Monitors visitors' actions and enforces Port policies and procedures.
- Monitors radio, scanner and security cameras.
- Follows and enforces safety regulations established by Port policy, State, and Federal Regulations.
- Conducts inventory of moored vessels and RV park vehicles and trailers; maintains log of vessel and RV information and conditions; checks vessel/vehicle condition, hookups, and dock conditions; and contacts vessel/vehicle owners as necessary.
- Acts as afterhours Port representative.
- Completes and maintains daily activity log and notes hazardous conditions, persons contacted, vehicle and vessel IDs, maintenance concerns, and safety issues.
- Assists a variety of law enforcement and emergency services agencies; determines need for law enforcement intervention according to Port policies; and acts as a first responder to incidents within Port properties.

### Required Qualifications

- Possess valid Department of Public Safety Standards and Training Private Security Training Certification or the ability to obtain.
- Possess valid Class C Driver's License.
- Interpersonal/customer service skills to effectively interact with customers, staff, and supervisors.
- Experience responding to and handling intoxicated, distressed, and trespassed persons.
- Ability to operate a two-way radio and scanner.
- Ability to complete and maintain accurate security records and logs.
- Knowledge of basic vessel operation and design to assist sinking vessels.
- Ability to operate equipment including telephone, cell phone, tablet, copier, and have basic computer skills.

### Posting Date

July 8, 2024

### Closing Date

Open Until Filled

### Compensation

\$17.68 per hour

### Employment Status

Regular Full Time,  
Non-Exempt

### Assignment

Charleston Operations

### Application Process

Email your resume to  
[hr@portofcoosbay.com](mailto:hr@portofcoosbay.com),  
Or, apply on our  
website at  
[www.portofcoosbay.com/  
employment](http://www.portofcoosbay.com/employment).

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[www.portofcoosbay.com](http://www.portofcoosbay.com)  
[www.charlestonmarina.com](http://www.charlestonmarina.com)  
[www.coosbayrailline.com](http://www.coosbayrailline.com)

## Security Officer, continued

### **Required Experience & Education**

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- High school diploma or GED with a minimum of 1 year relevant work experience.

### **Additional Qualifications**

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- Possess 8 hour HAZWOPER certificate or the ability to obtain.
- Possess CPR and First Aid Certification or the ability to obtain.

### **Working Conditions**

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- Work is frequently performed outside in inclement weather conditions and in inadequate lighting.
- May be subjected to high stress situations.
- Will work on and around docks, vessels and overwater structures.
- Must maintain a flexible work schedule to accommodate peak season demand. This may include after hours and regular weekend schedules to accommodate special events and severe weather conditions, etc.
- Positions in this class typically require climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, talking, hearing, and seeing.
- Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

### **Benefits**

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The Port of Coos Bay offers a generous benefit package which includes medical, dental, vision, Life and Long-Term Disability insurance. The Port also provides paid time off (PTO), eleven paid holidays, and participation in the Oregon State Public Employee's Retirement System (PERS).

### **Employment Eligibility**

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The successful candidate will be required to consent to a pre-employment drug screening and background investigation.

The Oregon International Port of Coos Bay is an Equal Employment Opportunity employer. All applicants are considered strictly on the basis of their qualifications for a position, without consideration of the applicant's race, color, religion, gender, national origin, age, marital or veteran status, sexual orientation, disability or genetic information. Disabled job applicants and employees are provided with reasonable accommodation upon request. A preference will be given to qualified veterans pursuant to ORS 408.225 to 408.237. To request the veterans preference, please submit Form DD-214 or 215 with your application.

### **Application Process**

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Please e-mail your resume to [hr@portofcoosbay.com](mailto:hr@portofcoosbay.com). Or, you can apply directly on our website at [www.portofcoosbay.com/employment](http://www.portofcoosbay.com/employment).