

**Company Name** Hershey Entertainment & Resorts

**Contact Person's Name** Pedro Rodriguez

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**Company Location/Address** 100 hotel road, Hershey Pa, 17033

**Position to be Advertised including Job Title** SECURITY OFFICER

**Job Description**

**Job Description:**

This position is responsible for maintaining the safety and security of all guests, employees, and physical assets of The Hotel Hershey.

This is a part-time year round position. The working schedule for this position includes 2nd and 3rd shift, days, evenings, weekends & holidays based on operational needs.

This position may provide care, supervision, guidance, or control of children or may have regular, ongoing contact with children that is integral to the responsibilities of the position. As a result, in accordance with Pennsylvania's Child Protective Services Law, newly hired candidates are required to obtain the following clearances: a report of criminal history from the Pennsylvania State Police (PSP), Child Abuse History Clearance from the Department of Human Services (Child Abuse), and Fingerprint-based federal criminal history submitted through the Pennsylvania State Police or its authorized agent (FBI). Completed clearances are required to be submitted prior to starting employment.

**Job Functions:**

Patrolling the entire property and documenting rounds.

Investigating accidents/incidents occurring on Hotel property and submitting detailed reports.

Responding to and providing assistance in fire or other emergency situations.

Investigating complaints and notifying law enforcement authorities as necessary.

Administering first aid and CPR as needed.

Administering and maintaining locking systems throughout the property.

Initiating measures to improve or maintain safety and security standards.

**Basic Qualifications:**

Must be at least 18 years of age or older.

Must have a valid driver's license.

**Additional Qualifications:**

Criminal justice/safety/security-related training and experience

preferred  
Ability to obtain First Aid and CPR certification; EMT certification helpful.  
Basic knowledge of criminal and federal law and fire and safety regulations pertaining to hotels.  
Proven employee/guest relations, communications and problem-solving skills.  
Keyboarding skills and PC familiarity.  
Professional image representative of property image.  
Working Conditions:  
Physical requirements include walking (up to 75% of the shift), hearing, bending, effectively communicating verbally and in writing, stooping, lifting and finger dexterity.  
Schedule rotates to include 2nd and 3rd shifts. Holidays and weekends required. Some overtime necessary

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.  
Hershey Entertainment & Resorts is an Equal Opportunity Employer

**Type of Position  
(Check all the apply.)**

Part-time

**Position Available on**

Nov 29, 2022

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