

<b>Company Name</b>	Hershey Entertainment & Resorts
<b>Contact Person's Name</b>	Chase Fisher
<b>Contact Person's Phone</b>	717-534-3152
<b>Contact Person's Email</b>	chsfisher@hersheypa.com
<b>Company Location/Address</b>	100 Hersheypark Drive, Hershey, PA 17033
<b>Position to be Advertised including Job Title</b>	Security Dispatcher
<b>Job Description</b>	<p>Additionally our Safety &amp; Security Department offers part-time, seasonal, and year-round job opportunities working within all areas of our Hershey Entertainment Complex. Locations include: Hersheypark®, ZooAmerica®, Hersheypark® Stadium, Hersheypark® Arena, Giant Center and Hershey Theatre. As A Part-Time Security Dispatcher, you will serve a vital role in ensuring seamless telephone and radio communications at the Hershey Entertainment Complex.</p> <p>Please Note: This is a part-time, year-round position which may include days, evenings, weekends &amp; holidays based on operating hours of the Safety &amp; Security Department for Hershey Entertainment Complex.</p> <p>Job Functions:</p> <p>Provide exemplary service to guests and team members. Report and react to hazardous conditions and emergency situations.</p> <p>Coordinate radio communications with multiple departments using computerized and conventional dispatch radio consoles. Respond to internal and external guest telephone inquiries. Complete general security tasks.</p> <p>Perform and complete assigned tasks from management as needed.</p> <p>Consistently practice safe work habits including, but not limited to use of personal protective equipment, lifting and reporting of unsafe situations.</p> <p>Operate Closed Circuit Television equipment.</p> <p>Receive and log deliveries.</p> <p>Complete and prepare all appropriate daily and special event paperwork to include the use of copy machine, scanner, fax machine etc.</p> <p>Track and record all communications using a computerized logging database.</p> <p>Communicate with local emergency officials when instructed to do so.</p> <p>Maintain a professional appearance which meets Hershey Entertainment and Resorts appearance standards.</p> <p>Perform other duties as assigned.</p>

**Basic Qualifications:**

Must be 18 years of age or older on the date of applying

**Additional Qualifications:**

Criminal justice/safety/security/communications-related training and experience preferred.

Must be friendly, upbeat, and work well with other employees and be able to interact with our guests.

Must have reliable transportation to and from work for your scheduled shifts.

Must have thorough knowledge in Microsoft Office Programs

Ability to handle stressful working conditions and emergencies, and to accept a high degree of accountability and remain calm during high-stress situations

Must have the ability to multi task

Must be able to speak, write, and understand English.

Must display a positive attitude, eagerness to learn, and professional image in compliance with the Hershey

Entertainment & Resorts guidelines. Please note: The Security department may be more stringent on the appearance guidelines due to business need.

Must have the ability to safeguard confidential information

Must be able to successfully complete all legal, company, and department training requirements to include, but not limited to, passing required tests and certifications within established timelines

**Working Conditions:**

Must be able to work flexible hours including days, evenings, weekends, and holidays. Hours may vary based upon operational needs

Must be able to work in a combination of indoor and outdoor weather conditions.

Physical requirements include standing, sitting, and communicating and lifting a minimum of 50 pounds.

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  
Temporary

**Position Available on**

Nov 07, 2022

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