



Job Title:	Facility Security Officer	Job Category:	Security
Location:	Lawton, OK	Travel Required:	No
Level/Salary Range:	Negotiable	Position Type:	Full-Time
Date Posted:	05/16/2023	Posting Expires	TBD

Applications Sent To:

EMAIL: info@thefista.com	NAME/TITLE:
------------------------------------	--------------------

Job Description

ROLE AND RESPONSIBILITIES

We are looking for an experienced Facility Security Officer to ensure the safety and security of designated properties, assets, personnel, and visitors. Must be well-trained in surveillance and dealing with perpetrators. The ideal candidate will inspire respect and authority as well as possess a high level of observation. Provide friendly and professional first contact for FISTA and FISTA tenants to the public, trustees, etc.; The goal is to help the company maintain excellent working conditions by keeping our facilities safe and problem-free.

JOB DUTIES

- Manage and support company-wide classified security programs.
- Manage all security activities within the facility, including document control, visitor control, and personnel security.
- Inspect and patrol premises regularly, monitor surveillance cameras, and report suspicious behavior.
- Communicate with law enforcement, fire departments, and emergency medical personnel.
- Responding to alarms and analyzing security footage.
- Coordinate security efforts with other departments, such as IT, HR, and Legal.
- Maintain an activity log and prepare surveillance reports.
- Maintaining effectiveness when experiencing significant changes in work tasks or the work environment.
- Adjusting effectively to work within the new work structures, processes, requirements, or cultures.
- Maintenance, housekeeping, and all other duties as assigned.
- Taking advantage of available resources for efficiency.

REQUIREMENTS

- High school diploma/GED.
- Minimum 2- 5 years of relevant security experience.
- Preferred experience working with the Defense Counterintelligence and Security Agency (DCSA.)
- Knowledge of state laws and regulations, self-defense, and First Aid preferred.
- Working knowledge of public safety, security operations, and procedures.
- Ability to solve practical problems, exercise sound judgment, and deal with variables in situations with limited standardization.
- Ability to work independently or without supervision in some scenarios.
- Must be able to walk long distances, stand for long periods, and lift/move heavy objects.
- Detail-oriented, observation and surveillance skills, stress tolerance, and adaptability.
- Proficiency with Microsoft Office products and familiarity with databases. Work to understand changes in tasks, situations, and environment and the logic of the basis for change.