Lower Columbia College is accepting applications for a Part-Time Hourly/Temporary Security Guards
(75 hours or less per month)
The Security Guards will patrol and inspect buildings and grounds and enforce rules of behavior. Duties and responsibilities may include but not limited to the following:
• Patrol buildings and grounds by foot and/or vehicle
• Monitor people and vehicle entry to grounds
• Monitor vehicles in parking areas to prevent vandalism or theft, respond to situations of stolen property, accidents, parking incidents and other disturbances
• Enforce security rules and policies and rules of behavior; logs incidents in records and/or into computer
• Other duties as assigned
MINIMUM QUALIFICATIONS:
• High school graduate or GED
• Excellence customer service skills and a commitment to providing quality service to faculty, staff, students, and other campus visitors
• Must pass criminal background check and have a valid driver’s license
• Have excellent written/verbal communication skills
Position pays $15.66 per hour with no benefits. Open until filled.

Application Procedure
Applicants must complete:
• A Lower Columbia College employment application
• A cover letter addressing how you meet minimum qualifications and the essential functions
• A current resume
• Unofficial transcripts
• LCC Background Check Form
• An Applicant Data Form (optional)

Application materials are available online or at:
Human Resource Services
Administration Building, 1st Floor
Lower Columbia College
1600 Maple Street
PO Box 3010
Longview, WA 98632
Phone: (360) 442-2122

After working 350 hours in a 12-month period, this position will be included in the bargaining unit and will be subject to the union security provisions of the WFSE HE Collective Bargaining Agreement.

Lower Columbia College provides equal opportunity in education and employment and does not discriminate on the basis of race, color, national origin, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, honorably discharged veteran or military status, or use of a trained guide dog or service animal. Qualified members of protected classes are encouraged to apply. The College is also committed to maintain an environment for teaching and learning which is free of drugs and alcohol.

The Title IX/ EEO Coordinator and Section 504 Compliance/ADA Officer is Kendra Sprague, Administration Building, (360) 442-2120.

If you are hired, you will need to provide proof of identity and documentation of U.S. citizenship or appropriate legal authorization to work for the duration of this position as required by the Immigration Reform Control Act of 1995.

Equal Employment Opportunity Employer