



**STATE OF MARYLAND
MILITARY DEPARTMENT
FIFTH REGIMENT ARMORY
BALTIMORE, MARYLAND 21201 - 2288**

POSITION: BUILDING SECURITY OFFICER I (4023)

SALARY: \$20,772 - \$32,014 (Grade 5)

CLOSING DATE: OPEN AND CONTINUOUS

NATURE OF WORK: This is the intermediate level of work responsible for protecting the safety and security of persons, equipment, and facilities on State grounds. Duties may include, but are not limited to, observing and reporting incidents resulting in loss or damage to property or equipment or endanger the safety of employees, residents and visitors; guarding buildings, grounds, and parking areas at an assigned State facility; staffing a watch post and performing periodic rounds inside and outside State facilities; enforcing specified agency regulations; performing key tours and building checks, directing traffic and control parking, and maintaining logs for visitors and other personnel.

MINIMUM QUALIFICATIONS:

Education: Ability to read and write

Experience: Six months of experience in building security work

SPECIAL REQUIREMENTS OF THE CLASSIFICATION:

Employees in this classification are subject to call in 24 hours a day, seven days a week and, therefore, will be required to provide a telephone number where they can be reached.

Employees in this classification may be required to work rotating shifts, weekends and holidays.

Employees in this classification are subject to substance abuse testing in accordance with Code of Maryland Regulations 17.04.09, Testing for Illegal Use of Drugs.

Candidates for positions in this classification will be required to apply for a criminal background check and successfully pass a physical examination.

LICENSES, REGISTRATIONS, AND CERTIFICATES:

Employees appointed to positions in this classification may be assigned duties that require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.

TO APPLY: Complete Maryland State Form MS-100 (Application for State Employment) noting position title on the top of the form. Resumes will not be considered. Copies of documents attesting to qualifications and skills should be attached to the application. Applications may be obtained by calling or visiting the Military Department's State Personnel Office at (410) 234-3838, Fifth Regiment Armory, Room B10, Baltimore, Maryland 21201-2288; visiting the State's website at www.dbm.maryland.gov; visiting the recruitment kiosk at 300 West Preston Street, Baltimore, Maryland 21201; or calling 410-767-4850 or toll free 1-800-705-3493. Photocopies are acceptable provided there is an original signature and copies are on standard paper (8½ x 11).

FORWARD COMPLETED APPLICATION TO:

Maryland Military Department
State Personnel Office
Fifth Regiment Armory, Room B10
Baltimore, MD 21201-2288

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An Equal Opportunity/ADA Employer