

## Security Guard – Part Time

With 300,000 square feet of convention space, a central location in the Fallsview Entertainment District, walking distance to 4,000 branded guest rooms and easy access to wine country, you can *plan to be impressed* by Scotiabank Convention Centre – Niagara’s largest meetings and events facility.

The **Security Guard** is responsible for providing and maintaining security to the Scotiabank Convention Centre (SCCN). The majority of their time will be spent patrolling the grounds and premises of the Centre, monitoring the Centre.

The ideal candidate for this position is someone who is passionate about their role within our organization and industry; professional by nature; committed to achieving success; and accountable for themselves.

### **Key Responsibilities include but are not limited to:**

- Providing a visual security presence ensuring that visitors have a safe and pleasant experience while visiting SCCN;
- Patrolling and maintaining security of building, guests and employees in a professional and composed manner;
- Monitoring risks such as unlocked doors, blocked entrances and exits; mechanical issues; hazardous material and other breaches of security;
- Informing Management of all incidents;
- Maintaining surveillance through on-site cameras;
- Handling all aspects of detection and response to alarms and emergency situations;
- Maintaining professional code of ethics at all times;
- Handling all aspects of client load in, traffic control, shipping and receiving;
- Contacting, directing and communicating with internal and outside emergency personnel;
- Maintaining company policies, attending employee meetings and participating in upholding high standards of customer satisfaction with every action and interaction.

## **Required Knowledge, Skills, Abilities and Other Attributes:**

- Minimum 1 year experience in security (covering areas such as crowd control, dispatch, and surveillance);
- Must have valid Ontario Security Guard License;
- First Aid/CPR;
- Smart Serve Certified;
- Previous experience in a customer oriented environment;
- Possess skills to work with challenges and communicate effectively at various social levels;
- Ability to handle private information with a high amount of discretion;
- Knowledge of surveillance techniques and use of CCTV systems;
- Working knowledge of phonetic alphabet, 10 codes and emergency procedures;
- Knowledge of or ability to learn security procedures and non-defensive communication in aggressive situations;
- Ability to stand for long periods of time and work in a variety of elements;
- Ability to write comprehensive reports and maintain routine logs;
- Physically able to meet the demands of the job;
- Flexibility to work a variety of shifts (evenings/weekends/days), and to respond to changes in business conditions by extending or reducing shift hours.

## **How to Apply**

Email your resume and cover letter to [careers@fallsconventions.com](mailto:careers@fallsconventions.com) with the subject heading "Security Guard".

Scotiabank Convention Centre welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

We thank all candidates for their interest and will directly contact those selected for an interview.