



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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Job Board Posting



Careers.Indigenous.Link

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Security Officer //Agent.e De Sécurité

Job ID 83-04-F9-67-97-21
Web Address <https://careers.indigenous.link/viewjob?jobname=83-04-F9-67-97-21>
Company Bishop's University
Location Sherbrooke, Quebec
Date Posted From: 2021-09-27 To: 2022-03-26
Job Type: Part-time Category: Miscellaneous
Job Salary Class/classe 9 \$22.02 To/À 28.72 Per Hour/de L'heure (APBU à€" Unionized
Position/poste SyndiquÃ©
Languages Working Knowledge Of English And French / Bonne Connaissance De L'anglais
Et Du FranÃ§ais

Description

Posting 21-46 (Regular part time position)

The following statements are intended to describe the general nature and level of work performed. They are not representing an exhaustive list of all responsibilities, duties and skills required.

Bishop's University is seeking a Security Officer for a regular part-time position in the Security department. Reporting to the Security Manager, the incumbent will provide for the safety of persons, buildings, and property on campus. This position has a work week of 0 to 40 hours from Monday to Sunday, and the working hours will be on a rotating schedule including days, evenings and nights.

Nature of Duties & Responsibilities:

- Performs regular patrols as per policy, ensuring 24-hour campus security;
- Responds to offences, fire alarms, intruder alarms, and emergencies on campus and initiate emergency measures plan when deemed necessary;
- Acts as liaison and assists with all police, ambulance, and fire service calls on campus, as well as Student Safety and Residence Assistance Teams;
- Provides traffic and crowd control at all campus events;
- Responds to requests for assistance and information;
- Controls the lost and found operations;
- Provides first aid to individuals when needed and coordinate transport by ambulance or taxi for medical treatment;
- Documents all incidents, emergency measures, and daily shifts;
- Performs regular inspection of firefighting equipment;
- Enforces all Campus, Federal, and Provincial regulations in accordance with the University policies, including parking by issuing municipal tickets when required;
- Operate and use the campus wide security system (CWSS)
- Performs additional similar / related task as required.

AFFICHAGE 21-42 (Poste Ã©gulier Ã temps partiel)

Les Ã©noncÃ©s suivants sont destinÃ©s Ã dÃ©crire la nature et le niveau de travail gÃ©nÃ©ral. Ils ne reprÃ©sentent pas une liste exhaustive de toutes les responsabilitÃ©s, tÃ¢ches et aptitudes requises.

L'UniversitÃ© Bishop's est Ã la recherche un dÃ©mÃ© Agent.e de sÃ©curitÃ©. Se rapportant Gestionnaire de la SÃ©curitÃ©, le titulaire devra fournir un service de sÃ©curitÃ© pour les personnes, bÃ¢timents et propriÃ©tÃ©s qui se retrouvent sur le campus. La semaine de travail de ce poste est de 0 Ã 40 heures, du lundi au dimanche et les heures de travail seront sur un horaire rotatif comprenant jours, soirÃ©es et nuits.

Nature des tÃ¢ches:

- Effectuer des patrouilles selon la politique, assurer la sÃ©curitÃ© du campus en tout temps;
- RÃ©pondre aux lâ€™infraction, alarmes de feu, alarmes d'entrÃ©e et urgences sur le campus et initier un plan

d'urgence au besoin;

- Assurer la liaison entre le service de sécurité et les services policiers, ambulanciers et pompiers et les aider avec tous les appels d'urgence sur le campus;
- Aider les équipes de sécurité étudiante et d'assistants de résidence;
- Effectuer la régulation du trafic et la canalisation des foules à tous les événements sur le campus;
- Répondre aux requêtes pour de l'aide et de l'information;
- Contrôler les opérations du service des objets perdus;
- Fournir un service de premiers soins aux individus au besoin et coordonner le transport ambulancier ou en taxi pour un traitement médical;
- Documenter tous les incidents, mesures d'urgence et quarts de travail;
- Effectuer régulièrement l'inspection du matériel de lutte contre les incendies;
- Assurer l'application des règlements du campus, gouvernement fédéral et provincial en conformité avec les politiques de l'Université, y compris le stationnement en émettant des contraventions municipales lorsque nécessaire;
- Exploiter et utiliser le système de sécurité à l'échelle du campus;
- Effectuer toutes autres tâches connexes au besoin.

Experience

1 to 3 years of similar experience / 1 à 3 années d'expérience pertinente.

Credentials

- Valid 4A driver's license;
- Valid BSP permit.

- Permis de conduire valide à "Classe 4A";
- Permis BSP valide

Education Requirements

High School diploma (DES) or Professional diploma requiring less than or equal to 900 hours of studies (DEP) / Diplôme d'études secondaires (DES) ou Diplôme d'études professionnelles (DEP).

Weight Handling

Heavy and medium exertion, regularly/Efforts intenses et moyens régulièrement

Other

Bishop's University implements an equal access employment / program under the Act respecting equal access to employment in public bodies and welcomes applicants who are committed to upholding the values of equity, diversity, and inclusion and who will assist us expand our capacity for diversity and inclusion. We encourage applications from members of groups that have been historically disadvantaged and marginalized, including Indigenous peoples, visible and ethnic minorities, persons with disabilities, women and LGBTQ2+.

L'Université Bishop's applique un programme d'accès égal à l'emploi issu de la Loi sur l'accès égal à l'emploi des organismes publics et accueille les candidats qui s'engagent à respecter les valeurs d'équité, de diversité et d'inclusion et qui nous aideront à accroître notre capacité en matière de diversité et d'inclusion. Nous encourageons les candidatures de membres de groupes historiquement défavorisés et marginalisés, notamment les peuples autochtones, les membres des minorités visibles et ethniques, les personnes handicapées, les femmes et les personnes LGBTQ2+.

How to Apply

Click "Apply Now"

If interested, please submit your curriculum vitae and cover letter, including what position you are applying for by October 8th 2021 before 4:00 pm to careers@ubishops.ca

Per the Collective Agreement, priority will be given to qualified internal applicants. Please note that only candidates selected for an interview will be contacted and testing may be required; thank you for your interest. We provide support in the recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodation in order to participate as a candidate in the recruitment process, please contact careers@bishops.ca

S.V.P. faire parvenir votre curriculum vitae ainsi qu'une lettre de présentation, en indiquant pour quel poste vous

appliquez d'ici le 8 octobre 2021, 16 :00 à careers@ubishops.ca

Tel que prévu à la Convention Collective, priorité sera accordée à un candidat interne qualifié. Veuillez noter que seules les personnes retenues pour une entrevue seront contactées, et que des tests de sélection peuvent être administrés ; merci pour l'intérêt manifesté. Dans le processus de recrutement, nous fournissons un soutien aux personnes handicapées afin de répondre aux besoins en prévenant et en éliminant les obstacles à l'accessibilité. Si vous avez besoin de mesures d'adaptation pour participer en tant que candidat dans le processus de recrutement, veuillez contacter careers@bishops.ca