



JACOB K. JAVITS CONVENTION CENTER OF NEW YORK®

IMMEDIATE OPENING

Posting Date – June 5, 2019

Job Title: Public Safety Officer – Part-Time
Department: Security Solutions
Supervisor: Manager of Field Security, Operations and Investigations
Salary: \$25.00 Hourly
Shift: 10PM – 7AM - 3 day combination
2PM – 10PM - 3 day combination

Human Resources Representative: Melissa Vele, Human Resources Director

Applicants can submit their resume via: fax (212 216 4484), e-mail hronline@javitscenter.com or mail to Human Resources, Jacob K. Javits Convention Center of New York, 655 West 34th Street, NY, NY, 10001.

Main Areas of Responsibilities

- Responsible for safeguarding employees, customers and visitors and assets and property of the Center.
- Monitor security and safety activities in and around the Center and report unusual conditions.
- Interact with customers, employees and visitors.
- To assist contractors and show attendees in vehicle and truck locations.
- Participate in crowd control, emergency evacuation and security drills as needed.
- Perform special assignments as directed.

Special Conditions

- Must be able to walk and/or stand for long periods of time.
- Able to follow specific instruction exactly.
- Willing to work flexible hours and weekends.

Education and Requirements

- High school diploma or equivalency.
- **Must have a valid New York State Security License.**
- Must have a valid New York City Fire Guard License (F03)
- At least 3 years-prior security experience.
- Military background a plus.
- Strong Interpersonal skills.
- Strong verbal and written communication skills (English language).

The policy of this company prohibits any employment practice which in any way discriminated or tends to discriminate against any person, employees, or employment with respect to conditions or privileges of employment because of an individual's race, color, religion, national origin, ancestry, marital status, non-job related disability, pass service in the Armed Forces of the United States, sex, or age as provided by law.

NY CONVENTION CENTER OPERATING CORPORATIN IS AN EQUAL OPPORTUNITY EMPLOYER