

DEPARTMENT OF MILITARY AFFAIRS
Lincoln's ChalleNGe Academy

CAREER OPPORTUNITY ANNOUNCEMENT
Personal Services Contract

POSITION TITLE: SECURITY TECHNICIAN
SALARY: \$3,009/MONTH
WORKSHIFT: Determined by the Security Chief
LOCATION: Rantoul, IL
LCA #20-032

AREA OF CONSIDERATION: N/A

EXAMPLE OF WORK: Under the immediate supervision of the Security Chief, provides security and resource protection for the Lincoln's Challenge Academy. The responsibilities include, but are not limited to, the following:

- Performs security and resource protection duties of all personnel and property located within the jurisdiction of the academy. Controls entry and exit of personnel, cadets, and other individuals at entry/exit points. Conducts foot patrols of the LCA campus to ensure property and resources are properly secured. Monitors all State and Federal property.
- Conducts search of persons and property within jurisdictional limitations and in accordance with instructions and provision of applicable regulations and law. Physically restrains recipients and subdues cadets with aggressive behavior to restore peace and order in accordance with policy and procedures.
- Records visitor names, confirms identities, and escorts individuals within security areas. Completes reports and documentation as required by Department and Academy policy, procedure, and directive. Utilizes data entry from the Cadet Tracking System for verification and export to in-house reports of parent/guardian/mentor information.
- Investigates allegations of misconduct and other infractions of laws, rules, regulations, and policy regarding cadets and staff. Conducts fact-finding interviews of victim, witnesses, and suspects. Performs analysis regarding investigative findings. Enforces the standards of conduct and adherence of applicable laws, rules, regulations, and policy within area of responsibility.
- Provides response to and control of emergency situations until appropriate key personnel are contacted and assume responsibility for the situation. Performs accountability for reporting of personnel during inclement weather emergencies and during fire evacuations. Searches for and attempts to locate missing cadets.
- Performs other duties as required or assigned which are reasonably within the scope and duties enumerated above.

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REQUIREMENTS

Requires knowledge, skill, and mental development equivalent to completion of high school. Requires one year of civilian or military law enforcement experience.

KSA's: Requires knowledge of basic principles of mob psychology, first aid, fire prevention, safety, and human relations. Requires knowledge of regulations and procedures governing law enforcement and security; jurisdiction and authority, appearing as a witness, wire/radio communications procedures, or two years of military service. Requires the ability to communicate both orally and in writing and to speak clearly and distinctly. Requires no previous convictions by civilian or military court, with the exception of minor traffic violations, similar infractions, or juvenile delinquency. Requires ability to use office automation systems. Requires physical strength and ability to carry out physical restraint procedures. Requires valid Illinois Driver's License.

ALL APPLICATIONS MUST BE COMPLETE: Those applications that are received missing any required information or documents will **NOT** be considered. Prior military personnel must attach a copy of their DD214 to their application.

DOCUMENTS THAT CANNOT BE ACCEPTED: Photographs, copies of position descriptions, performance ratings, awards, and letters of appreciation.

EMPLOYMENT STIPULATIONS:

- This is an announcement for a Personal Services Contract for the Lincoln's Challenge Academy and the State of Illinois. At this time, this contract does not provide for medical, dental or life insurance and state retirement plans are not available. Specific questions regarding benefits should be directed to the point of contact on this announcement.
- Prior to hiring, a federal background check for computer access is required.

EQUAL OPPORTUNITY: The Lincoln's Challenge Academy is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, member or non-membership in an employee organization or any other non-merit factor.

WHERE TO SUBMIT: Applications must arrive no later than the closing date specified on this announcement. Call or e-mail and receive a DMAIL-LCA Form 210 (Employment Application) and a Release of Information Form, or obtain documents at our website: **www.lincolnschallenge.org**
Mail, email or fax documents to:

Lincoln's Challenge Academy
ATTN: James M. Campbell, Sr., Human Resource Manager
212 W. Borman Avenue
Rantoul, IL 61866
(217) 761-1302
FAX: (217) 892-1385
james.m.campbell26.ctr@mail.mil

Date Posted: 4 August 2020

Date Closes: 21 August 2020