

**POSITION ANNOUNCEMENT**  
**SECURITY OFFICER – PART TIME**  
**MEDINA LIBRARY**

Medina County District Library is a mid-sized library system renowned for its great customer service, books and e-media, technology, and innovative events for all ages. We believe in giving back to the communities we service and being THE place to gather and learn and have fun.

**REQUIRED KNOWLEDGE AND ABILITIES TO PERFORM THE FOLLOWING:**

Security Officer is responsible for circulating throughout the library property in an effort to maintain an atmosphere and environment conducive to library use and enjoyment. Must provide courteous, friendly customer service; assist library staff to ensure applicable library security guidelines and rules of conduct are followed; communicate to members or others the need for appropriate behavior in the building or on the premise; recognize unsafe or hazardous conditions and respond to emergency situations which may include notifying police, fire, or other emergency services as needed.

**QUALIFICATIONS:**

Candidate must have a high school diploma or equivalent; must possess and maintain a valid Ohio driver's license with an acceptable driving record; a minimum of 2 years' experience as a teacher, law enforcement person, or other applicable background. Ohio Police Training Academy certification a plus. Officer may be required to walk periodically throughout shifts.

<b>WAGE:</b>	\$12.86 per hour Grade 3
<b>BENEFITS:</b>	Prorated sick leave, vacation and other benefits based on Union contract; Public Employees Retirement System
<b>HOURS:</b>	Part time; 20 hours per week Typically Mon – Thurs. 3:00 – 7:00 pm and Sunday 1:00 – 4:00 pm during school year <i>(schedule subject to change based on Library events, school vacations and needs of the library)</i>
<b>OTHER:</b>	Union position
<b>SUBMIT COVER LETTER, RESUME AND APPLICATION TO:</b>	Application available online at <a href="http://www.mcld.info/employment">www.mcld.info/employment</a> Email to: <a href="mailto:human.resources@mcld.info">human.resources@mcld.info</a> Human Resources Office Medina County District Library 210 S. Broadway Street Medina, OH 44256 FAX: (330) 722-2855
<b>DEADLINE FOR APPLICATION:</b>	<b>Open Until Filled</b>

MEDINA COUNTY DISTRICT LIBRARY is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.