



Peekskill City School District
A System Focused on Every Student; Every Day

The Mission of the Peekskill City School District is to educate students in a caring, inspiring environment characterized by a spirit of excellence and high expectations; prepare graduates to meet or exceed standards; graduate students who respect and appreciate cultural diversity; and prepare students to pursue adult lives as contributing citizens of our local and global community.

Office for
Administrative Services/HR

1031 Elm Street • Peekskill, NY 10566-3499
(914) 737-3300 FAX: (914) 737-3912

PLEASE POST IN APPROPRIATE AREAS
PERSONNEL BULLETIN # 1617-009
ANTICIPATED VACANCIES
July 6, 2015

POSITION: Security Aides – per Diem

LOCATION: District Wide

EXAMPLES OF WORK: (Illustrative Only)

- Patrols assigned building(s), building perimeter, and adjacent school district parking lots to prevent illegal trespass by unauthorized individuals;
- Prevents unauthorized visitors from entering school buildings and/or loitering on school grounds;
- Informs superior of need to contact or involve local police department;
- Ascertains individual's business on school property and responds accordingly;
- May escort visitors to/from areas of building;
- Conducts security inspections of school facilities/sites;
- May assist in handling emergency disciplinary matters;
- May, under specifically defined and limited circumstances, use force;
- May prepare reports of incidents.
- May use computer applications such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from high school or possession of a high school equivalency diploma.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS:

In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history

background check.

START/END DATE: September 6, 2016 – June 23, 2017

SALARY: \$15 per hour, no benefits.

Closing Date: Open until filled, continuous recruitment

Instructions to Applicants:

Submit letter of interest and resume on-line to:

www.OLASjobs.org/lhv

or

www.personnel@peekskillcsd.org

The Peekskill School District does not discriminate on the basis of race, color, national origins, age, handicapping conditions or sex in its educational programs or employment.