



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

*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 # 1819-153
ANTICIPATED VACANCIES
January 16, 2019

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 DATES: February 5, 2019 through June 26, 2019, as needed (anticipated)

SALARY: \$15 per hour, no benefits.

CLOSING DATE: January 25, 2019

Instructions to Applicants:

Submit letter of interest and resume on-line to: www.OLASjobs.org/lhv or personnel@peekskillschools.org

If you are a Peekskill resident and/or a Peekskill Alumni and are interested in applying, please submit a letter of interest and resume to Dr. Joe Mosey, Assistant Superintendent for Administrative Services at personnel@peekskillschools.org

Please do not submit additional materials via: e-mails sent directly to School District employees; the U.S. mail; hand-delivery; or fax machine.

The Peekskill City School District is an Equal Opportunity Employer and does not discriminate against employees, students, or applicants on the basis of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, or veteran status in hiring, educational programs and activities it operates. Candidates must submit to fingerprints clearance.