

Public Safety Officer – Part-Time

(PRN – As Needed)

Regular Full-Time

Louisville, KY, US

Requisition ID: 1025

Salary Range: \$30.00 to \$35.00 Hourly

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General Function:

Under general supervision of the Public Safety Captain, performs all duties related to airport safety and security, including, but not limited to, emergency medical services, general law enforcement, and law enforcement duties as specified by the appropriate federal, state and local authorities for anti-terrorism security. This position provides customer-service, communicates, and assists all airport stakeholders, daily. Perform other duties as assigned.

Major Duties and Responsibilities:

- Monitors radio, pager, and phones for calls for service and responds as law enforcement as directed.
- Proactively patrols the airport providing public safety visibility and takes appropriate action when needed.
- Conducts training as determined by department leadership on subjects in all disciplines, including law enforcement, EMS, TSR Part 1542, and FAA Part 139.
- Performs facility, equipment, and vehicle checks and maintenance to assure facilities, equipment, and vehicles are fully functional.
- Conducts investigations of alleged or suspected criminal activity on airport property and takes appropriate action to close the case.
- Maintains proficiency in public safety duties, including annual law enforcement in-service training and annual firearms qualifications.
- Attends court proceedings to testify in court on behalf of the Commonwealth of Kentucky when required.
- Ability to learn and understand FAR Part 139, TSR Part 1542, KY Penal Code, and all other applicable federal, state, and local rules, regulations, standards, and requirements for aviation public safety.
- Ability to learn and understand the practices and principles of airport administration, operations, security, and public safety.

- Good English language skills, including speaking, spelling, punctuation, and grammar. Must have the ability to prepare and deliver effective oral and written reports and presentations.
- Ability to maintain positive working relationships with airport tenants, employees, stakeholders, and guests providing a high level of customer service in response to questions and inquiries.
- Under supervision, a Part-Time Public Safety Officer is expected to:
 1. Coordinate public safety operations during assigned shift, ensuring the safety and security of the public, tenants, and staff.
 2. Ensure that all airport operations comply with FAR Part 139, TSR Part 1542, Airport Security Program (ASP), LRAA Rules and Regulations, and other applicable federal, state, and local statutes and regulations.
 3. Conduct identification media checks and audits, complete checks of physical security access points, maintain random patrols of security areas, and assist Airport Operations as requested.
 4. Respond to security related incidents upon request and properly document the occurrence, notify Airport Operations, and impose the proper penalty for the offense.

Employment Qualifications:

- Certification as a State Peace Officer (POPS) by the Kentucky Law Enforcement Council with at least five (5) years of full-time experience. Kentucky EMT certification is desirable. No prior criminal history.

All of the following:

- Must be at least 21 years of age.
- Must be a citizen of the United States.
- Must have a high school diploma or equivalent.
- Must pass pre-employment physical/stress and medical examinations.
- Must not have been convicted of a felony or have any criminal actions actively being prosecuted.
- Must be vaccinated for Hepatitis B, have provided evidence of immunity, or have signed a declination form within ten (10) days of initial assignment.
- Must pass physical agility test.

Physical/Environmental Requirements

This position is classified as "heavy" to "very heavy" work in accordance with the Americans with Disabilities Act. This position requires the ability to work in inclement weather; extreme heat and cold on occasion and ability to work in confined spaces and/or high spaces; climbing ladders, scaffolding, etc. This position is subject to: work with exposure to toxic chemicals on occasion and noxious chemicals on a regular basis; occasional exposure to blood borne pathogens or bodily fluids and extreme noise and hazards such as proximity to moving or mechanical parts, moving vehicles, electric current, etc. Physical demands are in excess of those for sedentary work; must be able to remain on feet for periods of time, stoop, kneel, crouch, lift, carry, push, pull, climb, balance, walk and/or run. Must be physically fit and be able to defend one's self from attack or physical assault. Must be able to retrain, lift and/or carry adults of varying weights.

Special Requirements

- Must have a valid driver's license, pass random drug screenings, and pass background investigation which may include: criminal and open records checks (prior to employment). Maintain eligibility for a security access badge in accordance with the Airport Security Plan.
- This position is a part-time position. The position's normal work schedule is usually 10 to 12 hour shifts on an as needed basis but is expected to work at least two shifts per-month.

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by the incumbent of this job. Incumbent may be requested to perform job-related tasks other than those specifically presented in this description.