



SILVER SPRINGS

SENIORS COMMUNITY

NIGHT SECURITY – JOB DESCRIPTION

JOB SUMMARY:

The Night Security is responsible for the safety and security of the residence during the night and for responding to calls for assistance from residents. The Night Security is also responsible for responding to any situation in the residents as the solo on-site person; up to and inclusive of domestic janitorial items.

KEY RESPONSIBILITIES:

- Carries out housekeeping duties for all common areas as assigned and according to daily/weekly/monthly schedule.
- Nightly checks of gauges to ensure boiler and other equipment is operating safely.
- Maintains the security of the building by conducting regular rounds.
- Performs duties with an acceptable standard of skill and with a sense of responsibility.
- Handles all matters in a confidential manner.
- Studies floor plan layouts, fire manual and emergency plans and demonstrates familiarity with all phases of the alert system.
- Ensures effective team communication within the residence, logs any concerns re resident behavior or incidents in Communication Book.
- Demonstrates evidence of outstanding public relations with residents
- Shares responsibility, through in-service and education, in safety standards of the residence.
- Avoids giving out unqualified information
- Committed to excellence and the establishing of a "Fabled Residence"
- Actively participates in Total Quality Management program.
- Performs other duties as assigned.

QUALIFICATIONS:

- Must provide a cleared Criminal Record Check upon hire.
- First Aid Certification
- Experience with seniors and able to respond to resident emergency pendant alarms in a calm manner.
- Ability to prioritize needs for medical assistance.
- Must be able to work any day of the week.

****All applicants must be vaccinated with at least two doses of the COVID-19 vaccine. Proof of vaccination is required upon hire.**

PLEASE SEND RESUMES TO: molly@vrs.org

