

State of Alabama
Personnel Department
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www.personnel.alabama.gov

Continuous Announcement

SECURITY GUARD I - 60611

Salary: \$23,419.20 - \$33,902.40
Announcement Date: November 30, 2005
Revised Date: September 1, 2008

JOB INFORMATION

The Security Guard I is a permanent full-time position used by various agencies throughout the state. This is responsible security work in protecting state property and merchandise and maintaining the security of state buildings, grounds, and institutions.

MINIMUM REQUIREMENT

- High school diploma or GED certificate.

ADDITIONAL REQUIREMENTS

- Applicants must possess a valid Alabama driver license.
- **All applicants must fill out the questionnaire on the back of this announcement** in order to be evaluated and placed on employment register. **Please attach and return this questionnaire with your application.**
- Some positions require the possession of a State of Alabama pistol license.

NOTE

- Employees in the classification may be required to work day and night shifts, weekends, holidays, and in all weather conditions.

BENEFITS

- Low-Cost Health/Dental Insurance (Single Coverage)
- Accrue Thirteen Annual Leave Days per Year
- Thirteen Paid Holidays per Year
- Flexible Employee Benefit Plans
- Optional Family Coverage (Health/Dental)
- Accrue Thirteen Sick Days per Year
- Retirement Plan
- Optional Deferred Compensation Plans

EXAMINATION

- **Open-Competitive** to all applicants
- Evaluation of **Training and Experience** as shown on application and responses to the **Questionnaire** on the reverse side of this announcement

HOW TO APPLY

- Complete an Application for Examination Form available at www.personnel.alabama.gov, the above address, or any Alabama Career Center Office.
- Apply by mail or by fax. *Applications will be accepted until further notice.*

Individuals currently on the register MUST reapply to remain eligible for employment.

THE STATE OF ALABAMA IS AN EQUAL OPPORTUNITY EMPLOYER

*Please refer to the State Personnel Department web site or call us at (334) 242-3389 for complete information on our policy for accepting post-secondary and advance degrees.

QUESTIONNAIRE

Listed below are several work experiences which have been identified as being related to the **Security Guard I** job. Please mark an "X" in the boxes which describe your past work experiences, and fill in the required information.

Check this box if you have no work experience which is related to **Security Guard I**.

WORK EXPERIENCE	DATES	JOB TITLE	NAME OF EMPLOYER
<input type="checkbox"/> Security Guard	to		
<input type="checkbox"/> Police Officer	to		
<input type="checkbox"/> Loss Prevention (as in retail stores)	to		
<input type="checkbox"/> Military Police Officer	to		
<input type="checkbox"/> Armed Escort	to		
<input type="checkbox"/> Security System Monitor	to		
<input type="checkbox"/> Correctional Officer	to		

In the spaces below, please document any other work experience you have which you feel is related to the **Security Guard I** job, but is not listed above.

WORK EXPERIENCE	DATES	JOB TITLE	NAME OF EMPLOYER
<input type="checkbox"/>	to		
<input type="checkbox"/>	to		
<input type="checkbox"/>	to		

Signature: _____

Social Security Number: _ _ _ - _ _ - _ _ _

Except for pretest information provided by State Personnel to all applicants, you should not directly or indirectly obtain information about examinations. If you do, the State Personnel Director may do several things. One, you may not be given an examination. Two, you may be disqualified after an examination. Three, your name may be removed from a register. Or four, your name may not be certified from the register. (Rules of the State Personnel Board, Chapter 670-x-9). According to the Code of Alabama, 36-26-47, a willful violation of exam security is a misdemeanor. Any person who is convicted of this type of misdemeanor will not get a state job. If they are officers or employees of the state, they will be required to forfeit their office or position for five years.

If you know of anyone who has violated this policy, contact the Examination Manager at the State Personnel Department.