

POSITION ANNOUNCEMENT

Building Access Monitor - Grade 7

The George Washington University Law School, Jacob Burns Law Library seeks a part-time building access monitor. In general, the work schedule is either Friday through Monday, 7:00 p.m. - midnight, or Thursday through Monday, 8:00 p.m. - midnight, and is subject to change depending on the library's hours of operation. Responsibilities include monitoring the entrances of the law library; participating in activities related to opening and/or closing the library, including handling alarm keypads; understanding and enforcing the library's access policies; contacting the University Police Department to report serious incidents or unusual behavior/activity; and performing other work-related duties as assigned.

MINIMUM QUALIFICATIONS: High School diploma and one year of appropriate experience.

PREFERRED QUALIFICATIONS: One year of experience related to basic building security. Ability to communicate verbally with building users and to make independent decisions

To apply for this position, please go to <http://www.gwu.jobs/postings/5662> and follow the steps for completing an online application.

The George Washington University is an equal opportunity/affirmative action employer.