

Position Title / Grade / Salary Range:

Special Police Officer / CS-0083-06 / \$45,284 - \$56,093

This position is located in the Operations Branch, of the Protective Services Police Department (PSPD), in the Department of General Services (DGS). The PSPD is responsible for insuring security of leased and owned property; protecting the lives of persons; and preserving the peace of those individuals that work and visit within them. The Operations Branch has the primary responsibility for protecting various government properties throughout the District of Columbia from hazards such as sabotage, espionage, trespass, theft, fire, workplace violence, civil disturbance, riots and accidental or willful damage and destruction

Description of duties:

This is an armed uniformed Special Police Officer, with primary duties of providing security and protection, in addition to performing a variety of average to difficult and complex proactive security functions which range from simple rules violations to felony crimes. More specifically, the incumbent provides access control functions and general protective measures for buildings. Operates metal detector and X-ray machines at District Government facilities where equipment is used for controlling access. Operates sophisticated Closed Circuit Television (CCTV), in addition to other electronic security devices. Questions suspicious persons, using tact, to determine the nature of their business. Assists the District Government with Occupational Safety and Health Administration (OSHA) compliance by reporting hazardous and unsafe conditions. Provides aid for government employees and citizens in emergency situations and responds to emergency situations reported in assigned facilities district-wide. Responds to security alarms, investigates the nature of the alarm and executes appropriate response action. Assumes and executes fixed post responsibilities as assigned by Watch Command.

Qualifications:

Incumbent must obtain and maintain a valid Special Police Officers commission from the Government of the District of Columbia authorizing them to carry a weapon. Must meet the physical requirements set forth in Title 6A by the District of Columbia Government and qualifications for a Special Police Officer's license. The incumbent must be certified by a licensed physician a physically and psychologically fit to perform the duties of a special police officer. Incumbent must satisfactorily complete and pass all training and examinations related to DC Code and DC Municipal Regulations. The incumbent must pass a PSD approved training academy. The incumbent must successfully complete all training and examinations while attending a Protective Services Department approved State Accredited Police Academy.

Department of General Services

The following positions are located in the Facility Management Division (FMD), Department of General Services (DGS). The Facilities Management Division is responsible for the oversight of the safety, maintenance, and repair of District owned properties, including schools, mixed use facilities, parks and recreational facilities, fires and police stations, as well as District office buildings and facilities.

Position Title / Grade / Salary Range:

Building Management Specialist / CS-1176-12 / \$76,082 - \$97,340

The Building Management Specialist is responsible for the day-to-day operations of a group of buildings/facilities within a designated service area, totaling approximately one million square feet of space. Implements the facility management and building operations maintenance, repair, renovation, and improvement program for several District Government owned and lease buildings/facilities and their adjacent grounds.

Qualifications:

Knowledge of building management and facility maintenance; knowledge of building construction modernization, modification and maintenance renovation services. Must be familiar with building plan/drawings for inspection and investigation purposes and the ability to read floor plans and sketches. A valid driver's license, and least four (4) years of specialized experience is preferred.

Position Title / Grade / Salary Range:

Custodial Maintenance Worker / RW-3566-03 / \$15.86 - \$20.81

The Custodial Maintenance Worker is responsible for ensuring that the building and equipment are clean and well-maintained. Cleans the interior and exterior of the buildings. Sweeps, mops, scrubs, strips, waxes, and polishes floors, using heavy industrial powered scrubbers and buffers. Works closely with trade and janitorial contractors, DGS Facilities Division, external contractors including HVAC contractors, snow removal contractors, carpenters, plumbers, cash vaulters for ATM, pest control, trash removal contractors as representative to ensure contractor access, timeliness, and adequacy of problem resolution.

Qualifications:

Incumbent must be able to apply general knowledge of cleaning procedures and proper use of cleaning equipment and approved, commonly used chemicals and adherence to basic safety policies are required, HS Diploma or equivalent is required.

Position Title / Grade / Salary Range:

Maintenance Worker/ RW-4749-08 / \$22.99 - \$30.10 per hour

The Maintenance Worker will perform visual and operational examinations to determine the need for repairs. Measures, cuts and constructs or repairs wood or wood substitute items such as scaffolds, panels, bins, pallets, concrete forms, dry walls sheathing and roof decking where required fit and accuracy provide a serviceable product and where appearance is not essential. Incumbent will make repairs that can be accomplished by removing, cleaning, replacing packing and sealing defective parts of futility, supply and disposal systems such as dirty traps, sections of broken pipes and leaky drains.

Qualifications:

Extensive experience reading and following directions for various maintenance projects. Must show superior skills and knowledge troubleshooting and operating tools and equipment specific to trades including carpentry, plumbing, painting, roofing and asphalt. An apprentice plumber's license is required for plumbing assignments. Must possess and maintain a valid driver's license. Four (4) years of experience is preferred.