



Current List of Vacancies

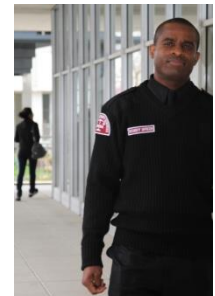
Part-time Security Officers (DC, MD, VA)—7am-3pm, 3pm-11pm & 11pm-7am
PT Supervisors (DC)
Quality Assurance Inspector
Field Service Manager
Security Operations Managers

Job Duties:

- Responsible access control for guests, tenants and vendors
- Enforce Client and Company policies and procedures
- Be alert and observant and report fire and safety hazards
- Conduct routine foot patrols around building
- Report all pertinent issues and incidents to the operations manager, the client and other Admiral Department Managers as appropriate.
- Interact with the client, visitors, public safety officials, employees & the general public
- Other duties as assigned.

Job Requirements:

- At least one year of Security or Concierge/Customer Service experience. One year of Military experience or an A.A. or higher degree can be substituted for one year of security experience
- High School Diploma or GED
- Ability to pass background and physical/drug screening process
- Exceptional customer service skills
- Must be able to multitask
- Must be proficient with Microsoft word and outlook
- DC residents preferred



Physical Requirements:

Position requires work inside and outside in varying temperatures. This position requires standing for prolonged periods of time, walking, bending and some lifting. A portion of this position may require sitting in front of a computer for prolonged periods of time.

WE OFFER:

- EXCELLENT PAY/ADVANCEMENT OPPORTUNITIES * COMPETITIVE BENEFITS/401(K) PLAN
- TRAINING & DEVELOPMENT/AWARDS AND RECOGNITION* EMPLOYEE EVENTS

All interested candidates can apply online www.admiralsecurity.com

WE ARE PROUD TO BE A CERTIFIED WOMAN OWNED BUSINESS!

Admiral Security Services is an Equal Opportunity Employer E/O/E/ M/F/D/V

VA# 11-1017