



Dr. Kenneth Wallace
Superintendent

Administration Center
1177 South Dee Road
Park Ridge, Illinois 60068

November 11, 2020

VACANCY NOTICE
MAINE EAST HIGH SCHOOL
SECURITY GUARD

QUALIFICATIONS

- Security guard experience
- Bilingual applicants preferred
- Conscientious and self-motivated with a strong work ethic
- Works well with students and staff
- Ability to maintain confidentiality
- Restorative practices, knowledge, ability to implement in action
- Ability to control situations that might otherwise escalate
- Responds appropriately to sensitive and emergency situations
- Ability to stand and walk for extended periods of time
- Must be available for extra duty supervision
- Hold and maintain a valid driver's license
- Basic computer proficiency with Google platform

HOURS/DAYS

- Monday – Friday; 7:30 am - 4:00 pm
- Additional opportunities for overtime hours may be available
- 10 month/work year; 190 paid days

SALARY & BENEFITS

- \$22,040 - \$36,980 annual salary; based on experience
- Medical & dental insurance
- Paid term life insurance policy equal to annual base salary
- IMRF pension: employees vested after 10 years
- 13 paid holidays, 12 sick days

To APPLY

Complete the support staff online application no later than Friday, November 20, 2020 at: www.generalasp.com/D207/onlineapp/

As a matter of policy, the race, color, religion, national origin, ancestry, age, sex, sexual orientation, marital status, handicap, disability, unfavorable discharge from military service, or any other unlawful basis of discrimination, including harassment as defined and provided by the Illinois Human Rights Act and all other applicable state and federal laws shall not be considered either a qualification or disqualification of any applicant.