



**State
Police**

KATHY HOCHUL
Governor

STEVEN A. NIGRELLI
Acting Superintendent

POSTING DATE: 08/02/2023

APPLICATION DUE BY: 09/24/2023

Title: State Police Security Screening Technician Trainee
Starting Salary: \$38,719.00

Location: Troop G, Zone 4, SP Capital
Empire State Plaza
Albany, New York 12242
Albany County

Salary Grade: 7

Employment Type: Full-Time

Work Days: Various

Union Representation: NYSCOPBA

The single most essential facet of a building security plan is the ability to screen and monitor deliveries, mail, vehicles and people prior to their gaining access into State Government Buildings. Incumbents of this position will be the first lines of security for the State Government Buildings.

Incumbents will be working in a politically sensitive environment and will need to possess the ability to diffuse tense situations, deal with crowds demanding public access to State Government and handle disgruntled subjects in a professional and courteous manner. Substantial interpersonal skills required to perform these duties.

While sworn members of the New York State Police will be in close proximity and will be called to checkpoints when necessary, they will not be at each checkpoint full time. Possessing an understanding and ability to apply Criminal Procedure Law and citizen rights will be necessary.

The Trainee Level is the entry-level position in the State Police Security Screening series and trains to perform the following:

DUTIES:

- Operate various types of screening equipment (i.e., walk-through magnetometers and hand-held magnetometers).
- Utilize computerized "dock master" delivery program and coordinate with Office of General Services (OGS) personnel to check delivery documents and loads.

- Conduct secondary checks of individuals entering through checkpoints including hand-held devices screening and pat-down searches of individuals.
- Responsible for identifying dangerous objects in parcels, briefcases, backpacks and equipment entering State Government Buildings using electronic detection and imaging equipment.
- Develop aptitude for utilizing screening devices that distinguish between types of materials and be able to distinguish between illegal and prohibited items and seize illegal items.
- Participate in training and use discretion to make decisions regarding materials or questionable packages being brought into State Government Buildings. Make determinations regarding the need to delay or detain packages or persons for K-9 searches or for further processing.
- Conduct daily inspections and testing of equipment and discern level of operability. While repairs of equipment will be done by certified professionals, normal troubleshooting and testing will be done by security screening personnel.
- Participate in training in weapon concealment techniques and apply confidential knowledge to daily screening duties.
- Maintain awareness of notices and bulletins regarding fraudulent identification and be able to apply learned techniques to identify fraudulent identification.
- Maintain awareness of scheduling of large groups on State property and be able to adjust staffing of the checkpoints based on flow of traffic throughout a shift.
- Monitor activities of individuals and groups and notify supervisors of demonstration groups accessing State Government Buildings.
- Be knowledgeable of laws associated with possible illegal activities on State property (i.e. activities related to activist groups – disorderly conduct, obstructing governmental administration, trespass); assess the need for additional staff or presence of sworn officers.
- Take appropriate action to physically restrain persons creating an immediate risk to persons or property.

MINIMUM QUALIFICATIONS:

- Be at least 18 years old and possess a high school diploma, GED or equivalent.
- Be a citizen of the United States.
- Possess a valid New York State Driver's License.
- Must be certified physically fit to perform the duties of this position.

Resumes will be evaluated to determine whether candidates will proceed to the interview phase of the process.

This position does not require that the candidate has taken and passed a NYS Civil Service examination, or currently holds a qualifying position within the NYS Civil Service System. This position will be filled through a resume review and interview process.

HOW TO APPLY:

Kindly send a letter of intent and complete resume to:

Email: personnelresumes@troopers.ny.gov

Place in the Subject line: *Attention: Non-Sworn Hiring Unit*