

**CALIFORNIA STATE SENATE
JOB ANNOUNCEMENT
CAPITOL SECURITY TECHNICIAN (CST)
OFFICE OF SERGEANT AT ARMS
(SACRAMENTO, CA)**

Are you looking for an exciting and fast-paced career? Consider the California State Senate and be part of an organization that serves to strengthen the State through dedicated service to all. We are looking for enthusiastic and motivated individuals to join our team. If you are interested in a challenging opportunity in a high-energy, team-oriented environment, you are encouraged to apply.

FUNCTIONS:

Capitol Security Technicians (CST) will operate a walk through metal detector magnetometer as well as conveyer X-ray screening equipment which is controlled by a computer keyboard. CSTs will perform duties as required to assist in maintaining the overall security operation of the State Capitol Building and Legislative Office Building (LOB). CSTs are non-sworn uniformed civilian personnel.

BASIC DUTIES:

Responsible for front line screening of visitors and staff entering the State Capitol and the Legislative Building (LOB), performing visual examination and identification of large objects in bags, boxes, and containers, screening visitors and staff with hand held metal detector and inspecting items as necessary. Interact with visitors and staff, give directions and respond to inquiries. Identify and report possible threats and write clear and concise incident reports. Assist in controlling access to the State Capitol and Legislative Building by confirming proper authorization and identification.

POSITION REQUIREMENTS:

Must possess excellent communication skills, be customer service oriented, have the ability to remain calm, courteous, and professional in a fast-paced environment while paying close attention to detail. Must have the ability to use sound judgement under pressure and able to respond quickly and appropriately in emergency and routine situations. Must be able to perform duties while continually standing in one place anywhere from one (1) to four (4) hours at a time without a break. Must be able to repeatedly lift and carry items weighing from five (5) to seventy (70) pounds. Must be able to work irregular hours and days, including holidays and weekends.

POSITION QUALIFICATIONS:

- Must be at least 18 years of age.
- Possess a High School Diploma or GED certificate.
- Valid California Driver License or Identification Card.
- Be a United States citizen or an authorized resident.
- Must pass a background check; the conviction of a felony or other relevant circumstances may be grounds for disqualification.
- Drug and Alcohol screening will be required post offer.
- **Candidates must be fully vaccinated**

If you are offered this position and are vaccinated, you will be required to submit a copy of your COVID vaccination card with your new hire paperwork.

BENEFITS:

The Senate offers a competitive benefit package, which includes:

- Health
- Dental
- Vision
- California Public Employees Retirement System (CalPERS)
- 401(k) and 457 plans
- Flexible spending accounts

LOCATION, SALARY AND FILING DATE:

This position is located in Sacramento, CA.

Salary starts at \$3048 per month plus benefits.

Final salary is commensurate with experience and education.

Applications will be accepted until position(s) is filled.

SUBMIT COVER LETTER, RESUME, AND SENATE APPLICATION TO:

Senate Sergeant at Arms Office

1021 O Street, Room 2021

Sacramento, CA 95814

Or via email: Capitol.Security@sen.ca.gov

The Senate application form is available through the Senate job webpage:

www.senate.ca.gov/senatejobs

The California State Senate values diversity at all levels of the organization and is committed to fostering an environment in which employees from a variety of backgrounds, cultures, and personal experiences are welcomed and can thrive. The Senate believes the diversity of our employees and their unique ideas inspire innovative solutions to strengthen our ability to support the legislature. Join the California State Senate and help us support California communities.

Date Posted 04/06/2022