



JOB DESCRIPTION: SECURITY

Reports to	Risk Manager
Role Summary	Minimize the opportunity for crime and/or property damage to occur in our facilities.
Primary Responsibilities and Tasks	<ul style="list-style-type: none"> • Monitor surveillance footage and PSI Door Entry to ensure property and asset protection. • Deny gym access to non-members and unauthorized guests. • Remove individuals that are causing or have caused property damage. • Record any situations involving damage or injury. • Able to read effectively and concentrate for extended periods of time. • Provide outstanding customer service to everyone every time. • Exercise professional conflict resolution when handling customer questions, requests, concerns and complaints. • Familiarize self with all club operations. • Adhere to and enforce all company policies and club rules. • Attend all meetings and training classes. • Arrive to work properly dressed and prepared to work on time.
Sales and Computer	<ul style="list-style-type: none"> • Effectively utilize PSI to monitor gym access by members. • Effectively use computer system for credit card and Powercash transactions. • All secondary sales items must be scanned. • Maintain accurate and consistent verification when processing credit cards. • Responsible for controlling proper inventory and supplements in club during your shift. • Refrain from manipulating any software and/or hardware. • Check e-mail for updates.
Skills and Competencies	<ul style="list-style-type: none"> • Time management skills • Ability to communicate effectively verbally, non-verbally and in writing. • Must possess integrity and trust, along with the ability to work independently. • Ability to work graveyard hours. • Ability to use the computer for extended periods of time. • Attention to detail • Ability to bend and squat. • Ability to lift and carry 45 pounds.