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## Military Security Series

### DESCRIPTION OF OCCUPATIONAL WORK:

Positions in the Military Security Classification Series enforce rules, regulations and policies to ensure compliance with applicable directives in the day-to-day security mission of the Nebraska National Guard Base. Functions as an armed security officer for personnel, aircraft and base resources located within the Nebraska National Guard Base. Protects the military installation from sabotage, espionage, trespass, theft, fire, accident and/or willful damage and destruction.

### Military Security Officer Trainee

P64911

DISTINGUISHING CHARACTERISTICS: (A position is assigned to this class based on the scope and level of work performed as outlined below.)

This is the first of two classifications in the Military Security Series. This classification is utilized as a training classification with expected entry into the Military Security Officer classification after successful completion of all required training.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Receives training on how to perform and enforce a basic range of security forces duties within a military installation.

Receives training on how to provide armed security and protection to aircraft, equipment, persons, and military resources located at the base, including base buildings and grounds.

Performs a range of base entry and commercial vehicle inspection duties. Ensures those accessing the military installation have proper identification credentials before entering.

Controls the entry and exit of military and civilian personnel, vehicles, and other equipment on and off the Nebraska National Guard Base and controlled or sensitive areas.

Maintains various posts such as providing flight line protection, monitoring access gates, roving patrol of base buildings and grounds, and monitoring vehicle traffic/parking within base jurisdiction; rotates posts as directed.

Demonstrates position/post proficiency requirements, to included periodic re-evaluation of position/post proficiency.

Operates electrical/mechanical entry control and explosive detection equipment.

Conducts random searches of persons and property in accordance with the provisions of applicable laws, directives and policies and contacts local police when necessary. Operates emergency final vehicle arresting barriers as needed.

Performs random antiterrorism measures to deter potential aggression towards the installation, in accordance with applicable instructions.

Conducts criminal history records, vehicle registration and driving records, wants/warrant checks. Issues base entry passes for visitors and contractors.

Assists in responding to on-site incidents and/or accidents; prepares clear and concise reports citing violations of military regulations, agency security procedures, and federal, state, and/or local laws; and provides court testimony. Guards scenes of disasters serving as a member of the response team.

Participates in ground defense disaster functions. Performs emergency security measures required to secure Nebraska National Guard resources against sabotage or hostile forces in accordance with base plans.

Maintains all government equipment and facilities under their control. Maintenance and cleaning of small arms.

Participates in initial, regularly scheduled, and impromptu in-service training sessions; obtains certification in CPR, and basic first aid. Completes annual firearms and non-lethal weapons usage, post certification and handcuffing.

Develops knowledge of applicable traffic control laws and parking regulations within assigned jurisdiction, including issuance of notifications of infractions.

Performs other related work as assigned.

**KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:** (These are needed to perform the work assigned.)

Knowledge of: United States Air Force and Nebraska Air National Guard regulations and policies; United States Air Force policy on weapons safety, use of force, and law enforcement practices; wire and radio communication procedures; first aid, fire prevention, safety and human relations; reporting procedures and form format; disaster functions; and maintenance of small firearms.

Ability to: bear firearms in accordance with the IAW Nebraska State law and USAF directives; respond to and establish control of emergency situations, operate patrol vehicles and equipment; operate entry control and explosive detection equipment, use tact and good judgment in daily contact with civilian and military personnel, demonstrate sound judgment in initiating up-channel reporting, communicate effectively with other staff and the public.

Skill in: accurate and effective use of weapons, radio and communication procedure; the use of all necessary security equipment (some computerized).

**MINIMUM QUALIFICATIONS:** (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

High school education plus experience in military or civilian security or law enforcement.

## **Military Security Officer** **P64912**

**DISTINGUISHING CHARACTERISTICS:** (A position is assigned to this class based on the scope and level of work performed as outlined below.)

This is the second of two classifications in the Military Security Series. This classification represents the full performance level and perform the full scope of the Military Security Officer duties. Incumbents provide guidance and mentorship to positions at lower level within the class series.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Performs and enforces a full range of security forces duties within a military installation. Acts as a lead teammate.

Provides armed security and protection to aircraft, equipment, persons, and military resources located at the base, including base buildings and grounds.

Assists in the training and supervision of Military Security Officer Trainees on an assigned shift. Conducts on-the-job training to assigned personnel as directed.

Serves as a Security Forces dispatcher for the military installation. Dispatches personnel and equipment to meet emergency situations. Monitors the locations of all posts, alarm systems, closed circuit television systems and telephone/radio networks. Coordinates responding units to the scene of base emergencies.

Operates and monitors computerized intrusion and fire alarm systems.

Performs a range of base entry and commercial vehicle inspection duties. Ensures those accessing the military installation have proper identification credentials before entering.

Controls the entry and exit of military and civilian personnel, vehicles, and other equipment on-and off the Nebraska National Guard Base and controlled or sensitive areas.

Maintains various posts such as providing flight line protection, monitoring access gates, roving patrol of base buildings and grounds, monitoring the security control center and vehicle traffic/parking within base jurisdiction; rotates posts as directed.

Maintains current documentation on position/post requirements, to include periodic re-evaluation of position/post proficiency.

Operates electrical/mechanical entry control and explosive detection equipment.

Conducts random searches of persons and property in accordance with the provisions of applicable laws, directives and policies and contacts local police when necessary. Operates emergency final vehicle arresting barriers as needed.

Performs random antiterrorism measures to deter potential aggression towards the installation in accordance with applicable instructions.

Conducts criminal history records, vehicle registration and driving records, wants/warrant checks. Issues base entry passes for visitors and contractors.

Responds to on-site incidents and/or accidents; prepares clear and concise reports citing violations of military regulations, agency security procedures, and federal, state, and/or local laws; and provides court testimony. Guards scenes of disasters serving as a leader or member of the response team.

Participates in ground defense, disaster functions. Performs emergency security measures required to secure Nebraska National Guard resources against sabotage or hostile forces in accordance with base plans.

Maintains all government equipment and facilities under their control. Maintenance and cleaning of small arms.

Participates in regularly scheduled, and impromptu in-service training sessions; periodically obtains re-certification in CPR, and basic first aid. Completes annual firearms and non-lethal weapons usage, post certification and handcuffing.

Enforces traffic control laws and parking regulations within assigned jurisdiction, including issuance of notifications of infractions.

Performs other related work as assigned.

**KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:** (These are needed to perform the work assigned.)

Knowledge of: United States Air Force and Nebraska Air National Guard regulations and policies; United States Air Force policy on weapons safety, use of force, and law enforcement practices; wire and radio communication procedures; first aid, fire prevention, safety and human relations; reporting procedures and form format; disaster functions; and maintenance of small firearms.

Ability to: bear firearms in accordance with IAW Nebraska State law and USAF directives; respond to and establish control of emergency situations, operate patrol vehicles and equipment; operate entry control and explosive detection equipment, use tact and good judgment in daily contact with civilian and military personnel, demonstrate sound judgment in initiating up-channel reporting, communicate effectively with other staff and the public.

Skill in: accurate and effective use of weapons, radio and communication procedures, the use of all necessary security equipment (some computerized).

**MINIMUM QUALIFICATIONS:** (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

High school education plus one year experience in military or civilian security or law enforcement.

**SPECIAL NOTES APPLICABLE TO ALL LEVELS:**

Offer of employment contingent upon obtaining a suitability rating on a Mental Health Assessment conducted by a licensed psychologist.

Must maintain a secret security clearance.

Must be qualified to bear firearms and display proficiency in accordance with United States Air Force regulations each year.

Must possess a valid Nebraska driver's license.

Ability to be licensed to bear firearms.

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).

Established: 7/2019

Note: Classification-specification is subject to change. Please refer to the Nebraska State Personnel Job Specification website at <https://das.nebraska.gov/personnel/classcomp/jobspecs/jobspecs.html> to ensure this represents the most current copy of the description.

The following is a summary of changes made to this class specification.

Section	Change Description	Effective Date