**POSITION: PUBLIC SAFETY OFFICER**

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| Classification: Non- Exempt | Department: Public Safety |
| Reports to: Chief of Public Safety | Effective Date: |

**JOB SUMMARY**

Responsible for protecting the life and property of the general public within the Tri-Cities Airport (TRI) jurisdiction by recognizing and reporting unsafe conditions, actions, or environmental hazards. Other responsibilities include operating Aircraft Rescue and Firefighting (ARFF) vehicles including firefighting, emergency medical services and security for all Airport owned property and facilities.

**ORGANIZATIONAL RELATIONSHIP**

Reports to: Chief of Public Safety

**REPRESENTATIVE DUTIES AND RESPONSIBILITIES**

* Ensures strict compliance with Tri-Cities Airport Authority and Transportation Security Administration (TSA) standard operations, policies and procedures.
* Ensures utilizations, reports, and training records are properly logged.
* Serves, at minimum, as first responder for medical emergencies.
* Upholds the laws of the United States and the State of Tennessee.
* Handles police responsibilities for traffic crashes, moving citations, traffic control, and emergency calls.
* Investigates reported crimes, obtains arrest warrants, makes arrests, and apprehends suspects as necessary.
* Sweeps concourse for prohibited items such as explosives or dangerous weapons.
* Answers calls, including medical, unattended bag, water/fire alarms, and door alarms.
* Patrols terminal, parking lots, and perimeter fence looking for suspicious activity and unsecured areas.
* Responds to aircraft emergencies, including plane crashes, fuel spills, and aircraft escorts.
* Responds to malfunctions in perimeter fence gates.
* Works with other agencies’ warrants in other counties or states.
* Identifies environmental hazards and addresses in accordance with Occupational Safety and Health Administration (OSHA) regulations.
* Operates ARFF vehicles, including the firefighting mechanisms.
* Performs vehicle and pedestrian traffic control.
* Conducts disaster exercise training.
* Maintains regular and on-time attendance.
* Performs other duties as assigned.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

* Airport Security Programs: Knowledge of Federal Aviation Administration (FAA) and TSA airport security programs.
* Attention to Detail: Is careful about detail and thorough in completing work tasks.
* Clear Criminal History: Has a clear motor vehicle record, and clear criminal history with no felony, driving under the influence, or drug-related convictions.
* Age (21): Is at least 21 years of age.
* US Citizen: Is a citizen of the United States.
* Must successfully complete required medical examination and psychological evaluation.
* Must successfully complete required physical fitness test.
* Must successfully complete required entry-level law enforcement skills test if uncertified.
* Ability to perform shift work. The Department of Public Safety is a 24/7 operation.
* Ability to obtain and maintain a Security Identification Display Area (SIDA) badge.

**EDUCATION AND EXPERIENCE**

* HS Diploma/GED
* Valid Driver’s License
* Must be able to obtain certification as Aircraft Rescue and Firefighter and Fire Fighter I.
* Emergency Medical Responder certification preferred

**Uncertified**

* High school diploma/equivalent and one of the following:
  + three (3) years of successful work experience. Successful work experience is defined as:
    - Overall positive reviews of work performance from employers; and
    - No negative terminations of employment; and
    - Continuous full-time employment, averaging 30 hours or more per week; and
    - Multiple employers are accepted if the above factors are met or;
  + Certification as an Emergency Medical Technician (EMT) in the State of TN or nationally recognized certification or;
  + Two (2) years of military experience and an honorable discharge- Although a candidate may meet the requirements by other qualifications, if there's prior military experience, honorable discharge is still required.

**Certified**

* High school diploma/equivalent and Certified by the Peace Officers and Standard Training (POST) Commission on hire date.
* Two (2) years (60 semester hours) of academic studies from an accredited college or university.
* 1-2 years of experience in law enforcement, Aircraft Rescue Fire Fighting (ARFF) or Emergency Medical Services (EMS).

**WORKING CONDITIONS/ENVIRONMENT**

* Exposure to heights, small spaces, extreme noise (i.e. airport with planes, vehicles, and other machinery), temperature, wind, and light fluctuations.
* May be exposed to high voltage components and risk of electrical shock hazards.
* Requires constant movement from one work location to another over uneven or inconsistent surfaces. Obtain guidance from supervisor prior to performing any duty that may be unsafe or dangerous.

**WORK SCHEDULE**

* This regular full-time position requires forty hours per week with a flexible/rotating schedule. Position is subject to callback in the event of an emergency or irregular operations.