

JOB DESCRIPTION

Job Title: Lieutenant, Protective Force Operations

Reports To: Captain, Protective Force Operations

Wage/Salary Range: Level 24

Training and Experience Required:

Education and Experience:

Two year college equivalency from an accredited college/university or combination of academic training and other experience. More than one year of related Protective Force security experience with Department of Energy (DOE) or similar experience with the military in the security field. Demonstrated leadership skills, effective written and oral communication skills and knowledge of security practices. Is required to successfully complete SAS Training Programs and maintain proficiency.

Other:

Must qualify with required weapons. Must have a background which would not preclude a security clearance being granted and be willing and able to fly in DOE/contractor aircraft.


Physical and Mental Requirements:

Must meet the physical and mental requirements for continued employment as set forth in 10 CFR 1046 for offensive combative protective force personnel. Must be able to react, provide direction, leadership and support under any type of emergency conditions.

Summary and Purpose of Job:

Provides supervision and evaluation of all PF personnel who are assigned and ensure they function effectively in responding to unusual or emergency situations. Ensures SAS personnel comply with their orders, are properly equipped and that training exercises are conducted efficiently and safely. Additionally responsible for evaluating personnel and ensure station orders are current. Responsible for inspecting security stations, reviewing official reports and logs and for conducting surveys of security interests and facilities to assure compliance with requirements and contract obligations. Ensures that work is executed in accordance with integrated safety management principles. Otherwise acts as directed.

Approved by:



M. D. Ebert
General Manager

Complies with the General Duties of the NTS PF Supervisor contained in SSO-PF Duty Officer directive.

Supervises the activities of the patrol, running reliefs, response units and stationary posts assigned within Area 27 or DAF and forward areas. The Lieutenant will also assume the duties of the TRT Commander when assigned to Convoy or Interdiction operations.

Is responsible for the evaluation of performance of uniformed protective force personnel assigned to area of responsibility. Identifies non-compliance issues and initiates appropriate corrective actions.

Monitors performance of uniformed protective force personnel and conducts scheduled inspections to ensure personnel are properly equipped, trained and fulfilling their duties in compliance with DOE regulations, station orders and WSI policies and directives.

Evaluate performance using established Limited Scope Performance Tests or Criterion Tests and document the instruction given in accordance with established WSI procedures.

Coordinates with WSI operations, other contractors, LLEA and DOE on special assignments or duties. Discusses and makes recommendations for resolution of operational and personnel/job performance problems.

Communicates with clients, users, WSI Management and employees to facilitate and ensure understanding of requirements & policy and to readily be able to identify potential problems.

Ensures all subordinates are knowledgeable and capable of complying with emergency response procedures.

Assists WSI management in identifying and resolving potential work related problems through ongoing discussions with bargaining unit and union officials.

Ensures that work is executed in accordance with integrated safety management principles.

Otherwise acts as directed.

The following additional duties are applicable when assigned to the Las Vegas Protective Force (A/B 191):

Supervises Able/Baker section of the Las Vegas Protective Force.

Maintains WSI Las Vegas daily search log.

Reviews and signs Able/Baker Shift time cards for Payroll.

Reviews and forwards Security Container Check Sheets (702s) at the end of the month.

When Station 801 is not scheduled, A/B 191 will conduct a weapons inventory, distribute daily and weekly schedules, prepare physical fitness schedules, key radios (end of month) and maintain time cards.