



City of Rochester (NY) Security Guard/Part-Time/Library

SALARY	\$20.32 - \$25.42 Hourly	LOCATION	Rochester, NY
JOB TYPE	Part-Time	JOB NUMBER	25DM146PLA23
DEPARTMENT	Rochester Public Library	BUREAU	Central Library
OPENING DATE	08/04/2025	CLOSING DATE	8/15/2025 11:59 PM Eastern

General Description

This is a key job in the Security program of the City of Rochester. The employee works under the direction of senior level personnel.

LOCATION: Central Library

Hours: Monday thru Thursday 3:15pm - 7:15pm

Friday 1:15pm - 5:15pm (during the summer only)

Saturday 1:15pm - 5:15pm

Typical Work Activities

- Patrols an assigned area to insure safety of persons and property;
- Investigates complaints and disturbances;
- Keeps patrol area orderly and notes any problems needing the attention of superiors;
- Apprehends lawbreakers and disorderly persons in keeping with the jurisdiction of his job;
- Inspects buildings and property for safety, health or fire hazards and brings details to attention of superior;
- Enforces vehicles and safety regulations as required by specific assignment;
- Keeps order at public gatherings and at special events;
- Makes regular reports of events occurring during his shift or detail;
- Assumes desk duty at an assigned post at request of supervisory personnel;
- Performs special assignments at request of supervisory personnel.

Minimum Qualifications

- I. Graduation from high school or possession of a G.E.D. **AND**
- II. Possession of NYS Security Guard Certification at time of application.

SPECIAL REQUIREMENT:

Possession of a valid New York State class D driver's license.

This license must be maintained throughout employment in this job.

NYS Security Guard Certification will continue to be required throughout employment.

Employer

City of Rochester (NY)

Address

30 Church Street

Room 103A

Rochester, New York, 14614

Phone

585-428-7115

Website

<http://www.cityofrochester.gov>