



WESTERN GLOBAL AIRLINES, LLC

TITLE: Access Control Coordinator	DEPARTMENT: Operations
REPORTS TO: Facilities	MAIN BASE: Shreveport, LA
PAY RANGE: TBA	DATE REVISED: 2019

OVERALL RESPONSIBILITIES

Objective

This position will be responsible for supporting and maintaining a safe and secure operation.

Essential Duties

- Control Access to the facility.
- Escort visitors as required.
- Insure positive identification of all employees and visitors.
- Conduct regular patrols of the facility to detect abnormalities in bldg. perimeter, fences and other protected areas.
- Control Access to SIDA
- Be familiar and successfully conduct challenge procedures to potential intruders.
- Loss Prevention that may affect tools, service equipment and vehicles.
- Respond to any emergency and carry out notification procedures as required.
- Other duties as assigned.

Education and Experience

- First aid / CPR desirable.
- Knowledge of TSA security rules desirable
- Knowledge of safety rules desirable.
- Knowledge of Access Control and CCTV software/hardware desirable.
- Valid driver's license with a safe driving record.
- Security Officer's license desirable.
- Good communications skills.
- Flexible schedule to work rotating shifts when needed.
- Fluent in English (written/spoken).
- Must be able to pass security background checks and drug test.
- Computer Literate.

The above responsibilities, duties, and skills are intended to describe the general requirements of the position. They are not intended to be an exhaustive list of all responsibilities, duties and skills required.

THE COMPANY

Headquartered in Estero Florida, Western Global Airlines is an expanding FAA 121 certified cargo airline, operating MD-11 and 747-400 freighters throughout the world and offering exciting career opportunities. If you are a highly qualified excellent candidate looking for a fascinating, challenging, and meaningful career in the airline industry, with the added benefits of Southwest Florida's lifestyle, culture, beaches, warm weather activities, and the financial advantages of low cost living free of state income tax, we encourage you to send your resume to visit our website at <http://www.westernglobalairlines.com/Careers>. We offer a highly competitive compensation and benefits package along with excellent advancement and growth potential.

EQUAL OPPORTUNITY

Western Global Airlines is an Equal Opportunity Employer. It is the continuing policy of the Western Global Airlines to afford equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, place of birth, age, disability, veteran status, gender identity or any other characteristic or status protected by applicable law, in accordance with federal, state and local laws.

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