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| **Position Title:** Security Guard(Non-Exempt) | **Department:**FOH (Front of House)  |
|  **Reports to:** General Manager and/or a staff person assigned by the General Manager. |
| **Job Summary** |
| Responsible for maintaining a secure environment for all employees and guests. He/she will understand the culture of the concept, and be able to expressively educate all guest inquiries. The security guard will maintain professionalism in a positive environment. He/she will assist in the safety of our guests by utilizing all safety guidelines and policies to ensure guest safety and satisfaction. |
| **Essential Functions** |
| * Secures all areas of the building, checking for open doors and any unusual activity.
* Makes presence known in building, including in arcade, lobby, auditoriums, perimeter of building and parking lot
* Conducts regularly scheduled rounds in and around the building, including all parking lots
* Escort employees to cars as needed at night
* Responds to emergencies according to policies
* Informs supervisor of any issues or concerns
* Understands process and procedures for calling in concerns either to non-emergency police or 911
* Assist during emergencies.
* Assists Managers with difficult guests
* Attends all required trainings
* Strives to maintain a safe working environment through the prevention of theft, break-ins, vandalism, and accidents.
* Maintains the preservation of equipment and property.
* Maintains a positive and professional demeanor towards employees and guests.
* Adheres to all policies and procedures of RoadHouse Cinemas
* Assist with outdoor evening tasks such as taking out trash and putting away outdoor furniture
* Performs other duties as assigned.

**Experience and Education:*** High School Diploma or General Education Degree
* 1-3 months related experience and/or training; or equivalent combination of education and experience
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| **Physical Requirements** |
| * Frequently stoop, kneel, crouch, or crawl.
* Regularly: stand, walk, climb stairs, balance;
* Use hands to grip, handle, reach;
* Talk and hear;
* lift 25 pounds at waist or shoulder level.
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Employee Signature: Date: