

OPEN JOB ANNOUNCEMENT

COMPETITIVE EXAMINATION
TO ESTABLISH A LIST FOR THE POSITION OF

AIRPORT POLICE OFFICER I

PAY GRADE: H
(OPEN: \$19,974.00 - \$29,962.00 Per Annum)
(PROMOTIONAL: \$19,974.00 - \$42,264.00 Per Annum)

ANNOUNCEMENT NO. 36-07

APPLICATIONS WILL BE ACCEPTED:
June 26, 2007 - July 11, 2007

QUALIFICATION REQUIREMENTS: (a) One year of experience as a Security Guard or its equivalent, and graduation from high school or possession of certification of high school equivalency (GED) diploma.

OTHER NECESSARY SPECIAL QUALIFICATIONS:

- A. Must be a U.S. Citizen, or a citizen of the Republic of the Marshall Islands, the Republic of Palau, or the Federated States of Micronesia;
- B. Age - eighteen (18) years of age at time of filing;
- C. Possession of a valid Guam driver's and Firearms license at the time of certification;
- D. Police and Court Clearance at the time submission of employment application (must be within 30 days from the date of issue);
- E. Criminal History Records check;
- F. Successful completion of 120 hours of law enforcement training at the Guam Community College Pro-Tech Institute's Criminal Justice Academy pursuant to P.L. 17-73; or Successful completion of the Guam Community College Pro-Tech Institute's Criminal Justice Academy, or an equivalent Peace Officer Standard Training (POST) certified program from an accredited institution such as the following:
 - Guam Police Department Police Academy
 - Law Enforcement Training Academy
 - Police Reserve Officer Academy
 - Basic Law Enforcement Academy (BLEA)

NATURE OF WORK IN THIS CLASS: This is entry level airport police work involving the protection of life and property through the enforcement of Federal Aviation and GIAA regulation, Guam Criminal and Motor Vehicles Codes and other applicable laws, rules and regulations. Employees in this class undergo advanced/specialized training in law enforcement work. Work is performed under the guidance and /or immediate supervision of the Airport Police Supervisor or above. Performance is closely reviewed for compliance with established policies and procedures. Work review is accomplished by on-the-scene observation, frequent inspections, discussions and submission of reports. On-the-job training commences upon employment combined with formal classroom and practical training.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.) Patrols the perimeters of the Guam International Airport Authority on foot or in vehicle; checks physical plant and airport property; investigates any suspicious conditions; notes and reports any damaged or deteriorated (GIAA) property. Patrol duties may be fixed or roving. Provides for the orderly and efficient protection of persons and property and for the enforcement of the laws of Guam and GIAA Rules and Regulations. Coordinates and directs traffic movement in GIAA as assigned; enforces the Motor Vehicle Code of Guam. Makes arrests for violations of laws and ordinances. Receives complaints and reports; provides the public with information and directions upon request. Assists airline personnel, customs and investigating officers from other agencies, in the investigation of various criminal activities. Prevents air piracy and coordinates actions with other agencies as appropriate. Takes appropriate action upon discovery of unauthorized firearms, explosives, incendiary devices or other dangerous weapons. Controls entry of unauthorized persons into restricted areas. Conducts complete investigation of traffic accidents and other investigations, as assigned. Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS: Knowledge of the technical phases of crime prevention, law enforcement, rules of evidence and related functions such as investigation, patrol, traffic control and safety, record keeping, care and custody of persons, and police training. Ability to learn, interpret and apply Federal Aviation and GIAA regulations and Guam Criminal and Motor Vehicle Codes, laws, statutes, and procedures relating to the protection of life and property at the Guam International Airport Authority. Ability to enforce laws with tact, firmness and impartially. Ability to observe, collect and analyze information relating to criminal activities. Ability to locate, collect and preserve evidence. Ability to exercise sound judgement in the performance of duties. Ability to make arrests and testify in court. Ability to work effectively in a quasi-military type organization. Ability to learn the safe and proper use of firearms. Ability to work effectively with the public and employees. Ability to communicate effectively. Ability to maintain records and prepare reports. Ability to perform prolonged and hazardous work under adverse and dangerous conditions. Skill in the use and care of firearms and operation of a motor vehicle.

HIGH SCHOOL DIPLOMA – Pursuant to Public Law 26-87– Applicant must possess a high school diploma or a successful completion of a General Educational Development (GED) Test, or any equivalent of a general education high school program, or a successful completion of a certification program, from a recognized accredited or certified technical institution, in a specialized field required for the job.

DOCUMENTATION: To ensure full consideration, all supporting documents (e.g. certificates of completion, transcripts) **must** be attached to original application.

PRE-EMPLOYMENT MEDICAL EXAMINATION: All applicants accepting employment with the A. B. Won Pat Guam International Airport Authority (GIAA) must take and pass a pre-entry physical examination as a condition of continued employment. Expenses for the physical/medical examination must be paid by the applicant.

PRE-EMPLOYMENT FINGERPRINT-BASED CRIMINAL HISTORY RECORDS CHECK: All applicants accepting employment with the A. B. Won Pat Guam International Airport Authority (GIAA) shall be required to undergo a fingerprint-based criminal history records check and be cleared of security requirements as a condition of continued employment. The fingerprint-based criminal history records check will be conducted by the Airport Police Division.

DRUG SCREENING: The A. B. Won Pat Guam International Airport Authority is in compliance with the Department of Administrations Drug Free Workplace Program Operating Procedures. All government employees may be subject to random drug testing if selected for a position which is a Testing Designated Position (TDP). In addition, all government employees may be subject to drug testing under certain circumstances such as reasonable suspicion and after an accident of unsafe practice.

SPECIAL NOTE: Public Law 99-603 (8 USC Section 1324A) requires the GIAA to verify the identity and work eligibility of all newly hired employees. All new employees shall be required to provide proof of identity and work eligibility to work in the United States. The GIAA is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position in the GIAA, you will be required to present valid documents that will establish your identity and work eligibility. Any one of the following documents may be required:

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| ~Birth Certificate (Original) | ~GovGuam I.D. Card |
| ~U.S. Passport | ~Naturalization or "Green Card" or |
| ~Social Security Card (Original) | ~Other proof of work eligibility |

VETERANS PREFERENCE: Applicants claiming veterans preference are required to attach a copy of their DD-214 (Military Discharge Form) to their original application. Those claiming Veteran's Compensable Disability, please provide a copy of a letter from the Department of Veteran's Affairs, which specifically states your entitlement to civil service preference for a service connected disability.

EDUCATION: To ensure consideration, applicants claiming degrees or credit hours are required to attach their college transcript to their original application.

EVALUATION METHOD: A written test is not required. Applicants will be rated on a scale between 70.00 to 100.00 percent on the basis of their training, education and experience in relation to the requirements of the position.

INTERVIEW METHODS: A personal interview will be held by the appointing authority or his designee.

WHO SHOULD APPLY: WHO SHOULD APPLY: Open to the public who meet the minimum qualification requirements may apply for this position. Applications must be submitted to the Personnel Office at the GIAA Administration Office, Office Hours: 8:00 am - 5:00 pm, Monday through Friday (except holidays). Individuals with disabilities who require special accommodations should contact this office prior to any scheduled examinations or interviews.

For additional information and/or inquiries, please call the GIAA Personnel Office at 646-0300/1/2/3.

APPROVED:

JESS Q. TORRES
Executive Manager

WE ARE AN EQUAL OPPORTUNITY EMPLOYER. THERE SHALL BE NO DISCRIMINATION IN EMPLOYMENT AGAINST ANY PERSON ON THE BASIS OR RACE, COLOR, SEX, RELIGION, NATIONAL ORIGIN, AGE, CREED, MARITAL STATUS, DISABILITY, OR POLITICAL AFFILIATION, EXCEPT FOR BONA FIDE OCCUPATIONAL QUALIFICATIONS OR LEGAL REQUIREMENTS.