



SOUTH JERSEY PORT CORPORATION

NOTICE OF JOB OPENING

DATE: October 10, 2025

Part- Time Security Guard

Summary: The successful candidate must be able to work in a fast-paced, ever-changing, drug-free environment. Applicants must be able to follow/enforce security and safety rules that allow a safe and secure workplace. Applicants should be able to resolve issues that deviate from the norm, and deescalate tension when issues arise. Work is performed from the standing position or getting in and out of truck seat three foot high. Work is performed seven days a week, 24 hours a day with 8-hour shifts under prevailing weather conditions. The applicant must be willing and 100% able to perform all functions of work involving security at both Broadway Terminal and the Balzano Marine Terminal.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Perform security patrols of designated areas on foot or in vehicles.
- Watch for irregular or unusual conditions that may create security concerns or safety hazards.
- Effective communication skills using phones, 2-way radios, and computers. Be able to write reports.
- Checking credentials signing in/out and screening of individuals entering the facility.
- Walk approximately ¼ to ½ mile every hour repetitively for 8 hours, over rough terrain.
- Ability to climb gangways of visiting ships approximately thirty feet high on an incline of 45°.
- Able to stand on feet for up to 8 hours while working in guard booths tending trucks and visitors.
- Open rear doors on tractor trailers for inspections.
- Open chain operated roll up doors pulling on chain with torque of 100-foot lbs.
- Shut down sprinkler systems requiring turning of valve wheel.

MINIMUM QUALIFICATIONS:

- Must have a high school diploma or equivalent.
- Must have 2 years of previous experience in security or law enforcement.
- Must have valid SORA certification.
- Must have a valid, unrevoked, and unsuspended New Jersey Driver's license.
- Must possess or be able to obtain a Federal Transportation Worker Identification Credential (TWIC), issued by the Transportation Security Administration.
- The New Jersey First Act, effective September 1, 2001, established residency requirements for all state employees. The applicant shall have their primary residence in the State of New Jersey.

COMPETENCY:

- To perform the job successfully, an individual should demonstrate the following competencies:
- Problem Solving - Identifies and resolves problems in a timely manner; gathers and analyzes information skillfully; uses reason even when dealing with emotional topics.
 - Interpersonal Skills - Focuses on solving conflict, not blaming; maintains confidentiality; remains open to others' ideas and tries new things.
 - Ethics - Works with integrity and ethically; upholds organizational values and is compliant with the New Jersey Uniform Code of Ethics.
 - Organizational Support - Follows policies and procedures; completes tasks correctly and on time; supports organization's goals and values.
 - Technology Competence - Must have competency in using assigned tools and equipment and follow all safety police procedures.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. Work is performed from the standing position with frequent bending, stooping, lifting, stretching, crawling, squatting, or kneeling on one or both knees. Workers are in constant contact with grease, oil, and dirt. Work is performed whenever or wherever the requirement exists and is performed under prevailing weather conditions. While performing the duties of this Job, the employee is occasionally exposed to wet and/or humid conditions and moving mechanical parts. The noise level in the work environment is usually moderate.

DISCLAIMER: This job description indicates in general the nature and levels of work, knowledge, skills, abilities, and other essential functions as covered under the Americans with Disabilities Act expected of an employee. It is not designed to cover or contain a comprehensive list of activities, duties or responsibilities required of an employee. An employee may be asked to perform other duties as required.

Employees with disabilities must meet qualification standards that are job-related and consistent with business necessity and must be able to perform the "essential functions" of the position, with or without reasonable accommodation.

Applicants interested in the position of **Part- Time Security Guard** should apply and send a resume to jshaffer@southjerseyport.com Human Resources.


Brendan Dugan, Chief Executive Officer