



KAY IVEY  
GOVERNOR

STATE OF ALABAMA

## DEPARTMENT OF MENTAL HEALTH

**BRYCE HOSPITAL**  
1651 RUBY TYLER PARKWAY  
TUSCALOOSA, ALABAMA 35404  
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LYNN T. BESHEAR  
COMMISSIONER  
AUDREY L. MCSHAN  
FACILITY DIRECTOR

### ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT SYSTEM POSITION AN EQUAL OPPORTUNITY EMPLOYER

**JOB TITLE:** M.H. Security Officer I

**NUMBER:** 20-23

**JOB CODE:** S2000

**DATE:** September 18, 2020

**JOB LOCATION:** Bryce Hospital  
Tuscaloosa, AL

**PCQ#** 8802080

**SALARY RANGE:** 67 (\$32,280.00 to \$48,974.40)

**MINIMUM QUALIFICATIONS:** High school graduation or GED equivalency.

**NECESSARY SPECIAL REQUIREMENTS:** Must be certified by the Alabama Peace Officer Standards and Training (APOST) Commission in **LAW ENFORCEMENT** and current with all required training and education required by APOST. Must pass a physical agility exam as set by the department. Must be 21 years of age with high personal and moral standards, and must have a clean police and work record. Possession of a valid Alabama Driver's License required.

**KIND OF WORK:** Performs regular safety rounds of the facility grounds and buildings. Transports patients, staff, visitors, and others to/from other facilities, appointments, group homes, etc. Writes and completes documents and forms. Conducts interviews of patients, staff, visitors, and others as required for investigations and/or as instructed by supervisor. Monitors the video surveillance camera system. Performs other police duties as assigned, involving such things as searching for lost/eloped patients, assisting staff with ward disturbances, responding to fire alarms and other emergencies, operating/inspecting police equipment. Ensures compliance with The Joint Commission, CMS and Hospital Standards at all times. Attends and passes all mandatory in-services as required by the facility. Performs as Communications Officer/Dispatcher as needed. Performs other related duties.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Ability to sustain attention required for video surveillance for long periods of time. Ability to deal tactfully with the public and to react calmly and efficiently in the event of an emergency. Ability to be objective and fair in all situations. Ability to deal with patients, employees, and others with respect to their rights.

Ability to work with all age groups (adolescents, adults and geriatrics). Ability to be available in times of emergencies or other important matters concerning the Hospital and ability to be contacted (phone number, etc.). Must have good verbal and written communication skills. Ability to write factual/accurate, clear/legible reports.

**METHOD OF SELECTION:** Applicants will be rated on the basis of an evaluation of their job related training, abilities, experience, and education, and should provide adequate work history identifying experiences related to the duties and minimum qualifications as above mentioned. All relevant information is subject to verification. **Drug screening and security clearances will be conducted on prospective applicants being given serious consideration for employment whose job requires direct contact with patients.**

**HOW TO APPLY:** Use an official application for Professional Employment (Exempt Classification) which may be obtained from our website at [www.mh.alabama.gov](http://www.mh.alabama.gov). **Only work experience detailed on the application will be considered.** Applications should be submitted by the deadline to be considered. Announcements open until filled will remain open until a sufficient applicant pool is obtained. Applications should be submitted as soon as possible to ensure the application will be considered for the position. Copies of License/Certifications should be uploaded with your application. A copy of the academic transcript is required. Appointment of successful candidate will be conditional based on receipt of the official transcript provided by the school, college, or university.

**DEADLINE:** Until Filled

**Bryce Hospital**  
*Accredited by the Joint Commission*

**Click Here to Apply:**  
<https://laserfiche.alabama.gov/Forms/ADMH-Job-Application>