

CENTRAL AID AGENCY

POSITION APPLICATION				
POSITION NAME	POSITION DESIGNATION	OCCUPATIONAL SPECIALTY CODE	OPEN TO	
Unarmed Special Security Agent	USSA-1	USSA1	Rated Personnel	
DETAILS				
HAZARDOUS ROLE STATUS	POSITION COMMAND	POSITION LOCATION	SERVICE POINTS REQUIRED	
Yes	Personnel retain original Command assignment	Sector 2 Junction City, OR	None	
TYPE OF POSTING	OPEN DATE RANGE	RATING LEVEL	POSITION RANK	RANK SYSTEM DESIGNATOR
Internal and External	Open Until Closed	All Active Duty & Reserve Rating Levels	G1 Private and Above	100
POSITION DESCRIPTION				
<ul style="list-style-type: none"> Unarmed Special Security Agents provide security services to support and protect C.A.A. operations, personnel, and facilities in addition to their primary role within the agency. They may also be assigned to provide security services to partner agencies, and on a contract basis or for fundraisers. 				
TYPE OF ASSIGNMENT				
<ul style="list-style-type: none"> This is an Additional Duty Assignment. Personnel assigned as Special Security Agents carry out the related duties in addition to their main role within the Central Aid Agency, and must maintain simultaneous standards for both roles. Special Security Agents fall under the regulatory policies of United Security Operations, but may belong to any Command. 				
DESCRIPTION OF DUTIES				
<ul style="list-style-type: none"> Carry out the duties of an unarmed Security Agent. Conduct patrol operations. Conduct investigations as needed. Respond to and resolve issues, and take enforcement action if necessary. Protect personnel, property, and assets as assigned. Report and document suspicious conditions and contacts. Conduct arrests utilizing Citizens Arrest, when warranted. Deploy to assist partner agencies with security operations, as needed. Attend training and USO related activities and events. Other related duties as assigned. 				
MEMBERSHIP REQUIREMENT				
<ul style="list-style-type: none"> Special Security Agents are required to be members of the Central Aid Agency in a Rated capacity. 				

FAITH REQUIREMENT
<ul style="list-style-type: none"> • No specific faith requirement. • Personnel must follow the Code of Conduct.
HOURS / ACTIVENESS REQUIREMENTS
<ul style="list-style-type: none"> • Personnel must maintain the minimum activeness standards required by their level of Rating.
PAYSCALE
<ul style="list-style-type: none"> • This is a volunteer position
BENEFITS
<ul style="list-style-type: none"> • No benefits are currently offered for this position
HYGIENE AND APPEARANCE REQUIREMENTS
<p>Type 2 (When in full uniform)</p> <ul style="list-style-type: none"> • Male hair may not be longer than 2 inches from the scalp when in full uniform, must be worn in an authorized professional style, and well groomed. • Facial hair is restricted to a mustache that can extend no further than the corners of the mouth. Sideburns may not extend below the bottom of the ear opening and must have a straight front and bottom edge so that they are rectangular in appearance. The rest of the face must be clean shaven when in full uniform. • Exemptions to this rule may be authorized on a limited basis for specific purposes or field environments, citing necessary medical, security, or operational reasons. • Female hair may be of any length, but may have to be worn up in a military bun, or other authorized hair style, in some instances for safety reasons if it is longer than shoulder length. • Hair color must be a natural looking if colored; off color highlights are not permitted without specific authorization. Corn rows and partially shaved hairstyles must be uniform in appearance and professional looking; and must not interfere with proper equipment fit. Dreadlocks, matted, or unkempt hair is not permitted without specific authorization. Hair must be clean and well maintained. • Tattoos are not restricted below the neckline or above the wrists, but placement on the hands, neck, or face is not permitted. Pre-existing tattoos in these locations require special authorization. One band tattoo is authorized on the ring finger of the left or right hand between the knuckle and first joint, as long as it is ½ inch or less wide. Visible tattoos may be required to be covered while in full uniform. • Piercings are not permitted if they are impractical or leave obvious marks when not worn. Piercings that cannot be removed, gouges, gauges, or bodily disfigurement is not permitted. Only small stud type ear piercings with dull backings should be worn on duty for safety reasons. All piercings may be required to be removed for safety or security reasons while on duty. • Personnel must keep good personal hygiene.

UNIFORM

- USO personnel typically wear full uniforms (Class C or greater)

EQUIPMENT

- Equipment personally purchased by USO personnel is their property and they may keep it upon leaving the program.
- All other equipment is issued to USO personnel and must be returned upon leaving the program.

DESCRIPTION OF SELECTION PROCESS

- Application Submission
- Physical ability testing (may be waived)
- Interview by senior USO Agents (may be waived)
- Background investigation/check
- Approval by USO Officer
- Assignment as a Special Security Agent.
- Complete ICS 100, 200, and 700 Certifications (if not already completed)
- Attend and pass DPSST Unarmed Security Certification training – Provided by C.A.A. (If not already certified)
- Receive full uniform, are sworn in, and attain Deployable Status
- Personnel will be on probation for up to one (1) year after initial assignment.

ELIGIBILITY

- **This role is open to Rated personnel.**
- USO is open to all, no prior experience required.
- I understand that I will be background checked as part of this process: _____
(Initial)

EDUCATION/WORK EXPERIENCE:

- Must have a GED or higher education.
- Must meet state of Oregon requirements for Private Security Provider licensing.

CERTIFICATIONS:

- Must get DPSST Certified as an DPSST Unarmed Security provider before assuming duties (If not already certified).
- Must Complete ICS 100, 200, and 700 within one month of assuming duties.
- Must complete any certifications required for advancement to other Security Agent grades.
- Any Law Enforcement certifications honored.

ABILITY/BACKGROUND:

- Must be comfortable in confrontational situations.
- Must treat others with kindness and compassion.
- Must be able to de-escalate situations whenever possible.
- Must only use force as a last resource, and only when necessary.
- Must be willing and able to take enforcement action when necessary.
- Must be comfortable facing and overcoming difficult physical challenges.
- Must be comfortable wearing a full uniform.
- Must be comfortable operating during stressful situations.
- Must be willing to meet the scheduling and training requirements of the unit.
- Must be comfortable around blood, first aid and/or medical emergencies.
- Must understand that deployments can happen at any time, with little notice.
- Must be comfortable operating outside usual comfort zones.
- Must be comfortable operating as part of a team within a highly organized unit.

UNIFORM SIZING AND OPTIONS			
Your Height:			
X	Uniform Item & Options	Preferred Size	Your Measurements (Inches)
Head / Hat			
X	Tactical Ballcap, Black (x1)		
Jacket			
X	USO Rain Jacket, Black or Navy (x1)		
Top			
X	USO Uniform Top/Tuck in style, Navy (x1)		(Chest AND Arm Length)
X	Armor Carrier, Black (x1)		
T-Shirt			
X	USO T-Shirt, Navy (x1)		
Belt			
X	BDU style Pants Belt, Black (x1)		
X	Duty Belt, Black Basketweave (x1)		
Pants			
X	BDU style Pants w/zipper fly, Navy (x1)		(Waist AND Inseam)
Boots			
X	Waterproof 8" tall/No shine, Black (x1 Pair)		N/A
Equipment			
X	Handcuffs, Metal (x1)		N/A
X	Badge Holder, Black (x1)		
Insignia			
X	Dog Tags, Silver w/Silencers (x1)	Regulation	N/A
X	USO Badge, Gold (x1)		
NOTE: Please include <u>BOTH</u> Size (Sm / Md / Lg / XL etc.) <u>AND</u> Inch Measurements.			
NOTES / COMMENTS			
Uniform Flag Preference (Please select one)			
<input type="checkbox"/> C.A.A. Roundel Flag <input type="checkbox"/> U.S. Flag <input type="checkbox"/> Other Country Flag: _____ <div style="text-align: right; font-size: small;">(State Country-Must have affiliation)</div>			

**PLEASE NOTE:
APPLICATIONS TURNED IN
WITHOUT UNIFORM SIZING
INFORMATION CORRECTLY FILLED
OUT WILL BE REJECTED!**

APPLICATION	
LAST NAME	FIRST NAME
DATE OF BIRTH	LEGAL GENDER
	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
CONTACT PHONE	CONTACT EMAIL
SIGNATURE	DATE
BELOW FOR C.A.A. PERSONNEL APPLICANTS ONLY	
CURRENT COMMAND OR BRANCH	CURRENT UNIT
CURRENT COMMANDING OFFICER	YOUR C.A.A. ID NUMBER
BELOW FOR AUTHORIZING OFFICER ONLY	
APPLICATION APPROVED	DATE
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Hold	
SIGNATURE	ID NUMBER

ASSIGNMENT ORDERS

(FILLED OUT BY FILING OFFICER)

<input type="checkbox"/> New Assignment	<input type="checkbox"/> Transfer	<input type="checkbox"/> Re-Assignment	<input type="checkbox"/> Attachment	<input type="checkbox"/> Change Duty Status
Name (Last, First)		Number		
PREVIOUS ASSIGNMENT				<input type="checkbox"/> Check if none
COMMAND				
UNIT				
NEW ASSIGNMENT				<input type="checkbox"/> Check if same as above
COMMAND				
UNIT				<input type="checkbox"/> Check if same as above
DATE END PREVIOUS		DATE START NEW		
<input type="checkbox"/> Check if all below remaining unchanged				
PREVIOUS SECURITY CLEARANCE		NEW SECURITY CLEARANCE		
PREVIOUS RANK	RSD#	NEW RANK	RSD#	
PREVIOUS DUTY STATUS		NEW DUTY STATUS		
COMMENTS				
AUTHORIZING OFFICER			DATE	
NUMBER				