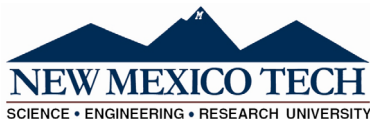


Posted: March 10, 2026



Located in Playas, NM
POSITION ANNOUNCEMENT

TITLE: SECURITY OFFICER III

DEPT: PRTC

REG

TEMP

FULL TIME

PART TIME

STARTING RATE or SALARY RANGE \$19.97 - \$24.97

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.

INTERNAL POSTING THROUGH: Concurrent*

CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

JOB SUMMARY:

The armed Security Officer III position is necessary for PRTC's security capabilities to meet the requirements of our customers who utilize our facility.

To provide for armed alarm response for certain secure on-site facilities in the event of an incident or alarm call. The armed security team's coverage is to be spread throughout the week as we provide 24/7 security coverage at PRTC.

PRTC has experienced high level of growth over the past few years and is anticipating further growth over the next few years.

As a remote facility with a long first responder response time, there is a need for PRTC to have a security team that can ensure a secure environment and to be able to respond to threats effectively. The physical security requirements related to classified contracts are substantial for PRTC, including an armed security response.

PRTC must provide for the physical security requirements necessitated by DD-254 and ICD-705. **

JOB FUNCTIONS:

Secures premises and personnel by patrolling property; monitoring surveillance equipment; inspecting buildings; equipment and access points; permitting entry.

Monitors, logs and authorizes entrance and departures of employees, visitors and other persons to maintain security of premises.

Prevents losses and damage by reporting irregularities; informing violators of policy and procedures.

May confront and / or apprehend persons / suspects in cases of unauthorized entry into university buildings and work areas, and malicious mischief or other violations

Controls traffic by directing drivers. Ensures that lights are on or off as required and that doors / windows are closed and locked.

Completes and submits reports by recording observations, information, occurrences and surveillance activities; interviewing witnesses and obtaining signatures.

Provides armed response to PRTC alarms, maintains annual firearms qualifications and proficiency. Maintains PRTC's stability and reputation by complying with legal requirements

Ensures operation of equipment by completing preventive maintenance requirements; following instructions; troubleshooting malfunctions; calling for repairs; evaluating new equipment and techniques.

Performs miscellaneous job related duties as assigned. May require working holidays and weekends as necessary.

REQUIRED QUALIFICATIONS:

Read and comprehend instructions, write information and complete simple forms. High School (or GED) level ability in spelling, grammar, composition and math. US Citizenship. Valid unrestricted NM Class D Driver's License. Must pass a pre-employment criminal background check. Successful candidate must submit to post-offer, pre-employment physical examination and medical history check. Ability to obtain and maintain a DoD Security Clearance. Ability to be firearms qualified and carry a firearm.

DESIRED QUALIFICATIONS:

Formal diploma/certificate/degree program of 6-18 months after high school in Criminal Justice/Security. Associate's degree or completion of program 18+ months after high school in Criminal Justice/Security.

LIFTING REQUIREMENTS:

(f)requently, (o)ccasionally, or (s)eldom

0 - 15 pounds	F
15 - 30 pounds	F
30 - 50 pounds	O
50 - 100 pounds	S
100 + pounds	S

PHYSICAL DEMANDS:

Standing 60%	Sitting 20%	Walking 20%	Pulling 10%
Pushing 5%	Lifting 10%	Stooping 10%	Kneeling 2%
Crawling 2%	Climbing 2%	Reaching 10%	Other

Apply to: nmtjobapps@npe.nmt.edu