

VACANCY ANNOUNCEMENT



MARINE CORPS BASE HAWAII

MCCS Personnel Office

www.mccshawaii.com

Box 63073 MCBH, Kaneohe Bay, HI 96863-3073

Fax 808-254-4888

POSITION:	STORE DETECTIVE		
SALARY:	\$10.50 - \$12.00 Per Hour (Salary commensurate w/exp)	SERIES NUMBER:	NF-0085-02
ANNOUNCEMENT #:	0378-09	OPEN DATE:	12/31/2009
LOCATION:	Main Exchange Security	FIRST CUT OFF DATE:	01/07/2010
AREA OF CONSIDERATION:	All Sources	HOURS: Days, Nights, Weekends and Holidays **Hours subject to change based on business requirements**	
<input checked="" type="checkbox"/> Background Check Required and/or Investigative Consumer Report	<input type="checkbox"/> Salary to be increased by 25% COLA (Subject to change)	<input type="checkbox"/> Valid Drivers License Required	
<input checked="" type="checkbox"/> Minimum Age Requirement 18	<input type="checkbox"/> Minimum Age 21 Required	<input type="checkbox"/> Resume/Cover Letter Required	
<input type="checkbox"/> Pre-Employment Drug Test	<input type="checkbox"/> Health Card Required	<input type="checkbox"/> RFT <input checked="" type="checkbox"/> RPT <input type="checkbox"/> FLEX	

DUTIES: Maintains surveillance throughout designated activities, observing customers and employees, in an effort to prevent and detect dishonest acts. Detains anyone suspected of a dishonest act and escorts them to the Security Office; prepares reports pertaining to security incidents; gathers facts and evidence; and maintains close liaison with law enforcement authorities. May be required to appear and testify in court or at hearings concerning security cases. Studies inventory losses and conducts inquiries as required, in high shortage areas. Reviews merchandise periodically to ensure proper pricing. Monitors internal and external security systems to ensure they are working properly. Investigates matters relating to security such as customer losses, illegal identification cards, unauthorized patron entry and reports of theft or vandalism against MCCS facilities. Investigates person on returned check list. May accompany cash runs, verifying money received. Verifies money transferred for vending machines. Reviews closing cash register report. Performs other duties as assigned.

QUALIFICATION REQUIREMENTS: A minimum one year of experience that demonstrates ability to perform the above work under normal supervision. Incumbents must have good communication and analytical skills in the application of physical security techniques and methods, and ability to determine necessary actions under various security situations. Must have a valid driver's license. Retail experience preferred.

FILING INSTRUCTIONS: A completed MCCS employment application to the NAF Personnel Office. APPLICATIONS RECEIVED BY **01/07/2010** WILL BE GIVEN FIRST CONSIDERATION. Position to remain open until filled.

WHAT TO FILE: An application may be obtained at the NAF Personnel Office or by visiting our website at www.mccshawaii.com.

CURRENT MCCS HAWAII EMPLOYEES: Submit APPLICATION FORM NAF 0910 FORM P-455.

WHERE TO FILE: MCCS Human Resources Bldg. 219 MCBH. Fax to (808)-254-4888 or mail to NAF Personnel Office, Box 63073 MCBH, Kaneohe Bay, HI 96863-3073. Submit on line application through www.mccshawaii.com website by selecting MCCS NAF Job Listings and then choose Apply Now option.

EVALUATION AND RANKING OF CANDIDATES: All qualified applicants will receive consideration for employment regardless of race, religion, color, sex, national origin, political affiliation, marital status, membership or non-membership in an employee organization, age or handicap condition. Applicants who meet the qualifications will be evaluated.

CONDITIONS OF EMPLOYMENT: Applicants are required to successfully complete required background check and screening. Direct deposit is a mandatory condition of employment.

EQUAL EMPLOYMENT OPPORTUNITY: MCCS does not discriminate against race, color, national origin, age, sex, religion, physical or mental disability or reprisal. MCCS provides reasonable accommodations to applicants with disabilities. If you need reasonable accommodation for any part of our application and hiring process, please notify the NAF Personnel Office representative. The decision on granting reasonable accommodation will be on a case-by-case. **NO FEAR ACT:** MCCS does not retaliate against an employee or applicant for making a protected disclosure. For more information, please refer to <http://www.eeoc.gov> and <http://www.osc.gov> or contact the Personnel Office.

DFWP: This activity is a Drug-free workplace. The use of illegal drugs by NAF employees, whether on or off duty, cannot and will not be tolerated. Federal employees have a right to a safe and secure workplace, and Marines, sailors, and their family members have a right to a reliable and productive Federal workforce.