

Lock and Security Systems Technician

General Services

Hiring Range: \$41,309 - \$55,766

Deadline: 11:59 p.m. March 19, 2023

Chesterfield County Government is seeking a Lock and Security Systems Technician. Under general supervision, performs work of routine difficulty in installation, maintenance, and repair of a wide variety of mechanical and electronic locking devices and security systems. Installs, maintains, adjusts and repairs mechanical and electronic locking and closing devices; Rekeys locks for doors, file cabinets, desk drawers, cubical systems, wall/floor cabinets, gun lockers and safes; Gains entry into locked facilities when access control systems fail, keys have been misplaced or when locks are broken; Cuts new or duplicate keys, uniquely stamps each key and maintains electronic database, logbooks, and key boxes for multiple departments; Maintains key records to include key codes and combinations. Maintains security of keys and inventory of locks and associated materials; Installs, repairs, and recodes push button cypher locks, standalone electronic access control locks, magnetic locks, remoted door release/lock buttons; Troubleshoot, repair, install and program electronic access controls, intrusion alarms, duress alarms and video monitoring system. Performs related work as required.

Please note: This position is "Designated/Essential Staff" for emergency and adverse weather events.

Successful candidate will possess a high school diploma or GED; five years of experience in the installation, maintenance and repair of locks and related electronic locking devices; or an equivalent combination of training and experience. Must be a certified Locksmith, completion of professional locksmith training and electronic access control technician training. Working knowledge of the standards, practices, and equipment of the locksmith trade; of various types of locks and electronic locking systems. Ability to follow written and oral instructions; to work independently and manage daily work assignments; to operate and maintain tools, equipment and machinery used in the locksmith trade; to communicate effectively orally and in writing; to develop and maintain effective working relationships with internal and external customers.

Current valid driver's license and good driving record required. Based on the Virginia DMV point system, record must not reflect a total of six or more demerit points within the twenty-four months preceding the anticipated hire date, or one major violation of six demerit points within the preceding thirty-six months. Out of state driving records must be obtained by applicant and presented at the time of interview. Records must reflect at least three years of history and be dated within thirty days of interview.

Pre-employment drug testing, FBI criminal background check and education/degree verification required.

This position is subject to working in high security areas governed by the US Department of Justice's "Criminal Justice Information Services (CJIS) Security Policy" and therefore requires successfully passing a more stringent criminal background check.

A Chesterfield County application is required and must be submitted online by deadline. Visit chesterfield.gov/careers to view instructions and to complete and submit an application. (804) 748-1551.

An Equal Opportunity Employer Committed to Workforce Diversity, Equity, and Inclusion