



VIRGIN ISLANDS PORT AUTHORITY HUMAN RESOURCES DIVISION

INTERNAL/EXTERNAL ANNOUNCEMENT

March 30, 2021

The Virgin Islands Port Authority's Human Resources Division is now accepting applications for the following positions:

<u>POSITION</u>	<u>GRADE</u>	<u>SALARY</u>	<u>LOCATION</u>
(6) Thermal Security Monitor	TEMP	\$27,040.00	Aviation – STT
(1) Thermal Security Monitor	TEMP	\$27,040.00	Marine – STT

Applications must be submitted to the Human Resources Division no later than Friday, April 23, 2021, at 11:59 pm AST.

Job description attached.

**Diane C. Richardson, SHRM-CP, PHR
Human Resources Director**

An Equal Opportunity Employer

VIRGIN ISLANDS PORT AUTHORITY

THERMAL SECURITY MONITOR

EXAMPLES OF WORK

(These examples are not intended to include all possible assignments to an employee in this class)

- An employee in this class under general supervision, performs complex clerical work requiring the substantial use of a computer system, and is required to make independent work decisions. Will be required to work on a rotating shift.
- Monitors the airport and marine thermal security monitor systems to identify individuals who meet or exceed set tolerance levels, will use touch less thermometers as needed.
- Provides escort services to those identified individuals to the hospitality room and other waiting/holding areas for further inquiry by USVI DOH.
- Provides notification to Law Enforcement Officers for assistance with non-cooperative travelers.
- Operates radios, telephone switchboard, alarm systems, recording devices and computer terminals; Dispatches emergency equipment and personnel where and when needed.
- Receives and transmits messages by radio and maintains radio log.
- Prepares and maintains public safety computer records.
- Operates touch less thermometers at social distance of passengers if camera system is inoperable.

DESIRABLE KNOWLEDGE, ABILITIES, AND SKILLS

- Ability to work with computers and the applicable software;
- Ability to make work decisions in accordance with rules, regulations, and departmental policies and procedures;
- Ability to understand and follow complex oral and written instructions;
- Ability to interact effectively and respectfully with the public;
- General knowledge of the methods of operating the communications system;
- General knowledge of radio procedures;

- Ability to type and enter data at a reasonable rate of speed;
- Ability to speak distinctly;
- Ability to solve problems within scope of responsibility;
- Ability to deal courteously with the public under stressful conditions; and
- Ability to establish and maintain effective working relationships with associates and the general public.

EDUCATION AND REQUIREMENTS

- Graduation from a standard high school or recognized General Equivalency Diploma (GED) program.
- Must be able to successfully complete a background check.
- Computer literacy **a must**.