



STATE OF ALABAMA

**DEPARTMENT OF MENTAL HEALTH**

**BRYCE HOSPITAL**  
1651 RUBY TYLER PARKWAY  
TUSCALOOSA, ALABAMA 35404  
PHONE (205) 507-8200  
FAX: (205) 507-8352



KAY IVEY  
GOVERNOR

LYNN T. BESHEAR  
COMMISSIONER  
AUDREY L. MCSHAN  
FACILITY DIRECTOR

**ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT SYSTEM POSITION  
AN EQUAL OPPORTUNITY EMPLOYER**

<b>JOB TITLE:</b>	MH Security Officer II	<b>NUMBER:</b>	19-11
<b>JOB CODE:</b>	S3000	<b>DATE:</b>	February 1, 2019
<b>JOB LOCATION:</b>	Bryce Hospital Tuscaloosa, Alabama	<b>POSITION NO.:</b>	8801223

**SALARY RANGE:** 71 (\$34,920.00 - \$52,917.60 Annually)

**MINIMUM QUALIFICATIONS:** High school diploma or GED equivalency, supplemented by an approved course conducted by a police academy. Some (12 months or more) recent experience of a responsible nature in police or security work.

**NECESSARY SPECIAL REQUIREMENTS:** Must be certified as a law enforcement officer by the Alabama Peace Officer Standards and Training (APOST) Commission and current with all required training and education required by APOST. Must pass a physical agility exam as set by the department. Must be 21 years of age with high personal and moral standards and must have a clean police and work record. Possession of a valid Alabama Driver’s License required.

**KIND OF WORK:** This is responsible supervisory police work to provide a safe and secure environment for the protection of the patients, staff, visitors and hospital property at Bryce Hospital. The person in this position serves as Shift Supervisor and responds to emergency situations (incidents/accidents) as they occur. Work includes the following duties and responsibilities: Complies with The Joint Commission, CMS, and hospital standards. Inspects the facility grounds. Writes and completes various documents and forms (Uniform Traffic citations, MH citations, incidents/accidents/elopements, radio log, etc.). Monitors the facility video surveillance camera equipment. Supervises the performance of Bryce Hospital Police Department (BHPD) personnel. Attends/completes all mandatory in-services. Assists in providing in-services/training to BHPD and facility staff as requested. Monitors for cleanliness of BHPD equipment/areas. Notifies key facility staff of all serious incidents/accidents as they occur or as they are reported. Performs other duties as required/requested.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Ability to sustain attention required for video surveillance for long periods of time. Ability to deal tactfully with the public and to react calmly and efficiently in the event of an emergency. Ability to be objective and fair

in all situations. Ability to deal with patients, employees, and others with respect to their rights. Ability to work with all age groups (adolescents, adults and geriatrics). Ability to be available in times of emergencies or other important matters concerning the Hospital and ability to be contacted (phone number, etc.). Must have good verbal and written communication skills. Ability to write factual/accurate, clear/legible reports.

**METHOD OF SELECTION:** Applicants will be rated on the basis of an evaluation of their training, experience, and education, and should provide adequate work history identifying experiences related to the duties and minimum qualifications as above mentioned. All relevant information is subject to verification. **Drug test required. Security clearances will be conducted on prospective applicants being given serious consideration for employment and whose job requires direct contact with patients.**

**HOW TO APPLY:** Use an application for Professional Employment (Exempt Classification) which may be obtained from our website at [www.mh.alabama.gov](http://www.mh.alabama.gov). Applications should be returned to the Bryce Hospital, Human Resources Department, 1651 Ruby Tyler Parkway, Tuscaloosa, Alabama 35404 by **UNTIL FILLED** in order to be considered for this position. An official copy of your academic transcript from the university or college from which you received your degree is required and must be forwarded by the college or university to the Human Resources Department at the above address.

*“Only work experience detailed on the application form will be considered. Additional sheets, if needed, should be in the same format as the application. Resumes will not be accepted in lieu of an official application.”*

**Click Here to Apply:**

[http://www.mh.alabama.gov/Downloads/ADHR/ADHR\\_ApplicationForEmploymentExemptClassification.pdf](http://www.mh.alabama.gov/Downloads/ADHR/ADHR_ApplicationForEmploymentExemptClassification.pdf)