

Private Security Critical and Essential Tasks#

The job task analysis is broken into eleven categories of skills/knowledge. Each category identifies specific tasks. All listed tasks are considered essential to the job of a private security professional and individuals must have the ability to perform the task. The tasks also list the various levels of frequency and criticality, validated by security professionals.

Task	Frequency	CIP
Physical Skills		
Walk continuously during work shift.	X	
Walk up/down stairs during shift/day	X	
Sit continuously (car, desk, etc.) during shift/day	X	
Stand continuously during shift/day	X	
Walk/run on irregular, potentially hazardous surfaces (slick, muddy, rocks, etc.)	X	
Lift objects up off the ground	X	
Enforcement/Safety Skills		
Physically defend against and control an attacker		X
Develop and maintain an awareness of potential hazards on the job	X	X
Enforce employee and customer safety practices	X	X
Take action to abate safety hazards	X	X
Use appropriate officer safety tactics	X	X
Conduct lawful pat down for weapons		
Conduct lawful search of persons		
Issue trespass warning		
Confront unwanted persons		

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Patrol Procedures		
Use a radio for communication	X	X
Properly put up signs, cones, etc.	X	
Operate Car/vehicle	X	
Conduct foot patrol	X	X
Conduct vehicle patrol	X	
Respond to alarms	X	X
Provide information to other emergency responders	X	X
Manage response to incidents		X
Implement response to bomb threats/disasters		X
Report emergency to responsible parties	X	X
Respond to hazardous materials incidents		X
Activate response to reported fires		X
Maintain a knowledge of applicable fire, gas, water systems	X	
Check doors	X	X
Check perimeter security	X	X
Report safety hazards	X	X
Conduct building searches	X	
Secure or unlock doors	X	X
Investigate signs of unusual activity/trespass	X	X
Provide visible deterrent	X	X
Perform first aid		X
Manage and respond to civil unrest		
Manage and control crowds		

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General Security		
Assist outside agencies	X	
Handle lost/found property according to policy	X	
Comprehend, interpret and apply Oregon laws	X	X
Perform property access control functions	X	
Escort people for safety or security reason	X	X
Conduct surveillance	X	
Monitor incoming/outgoing packages		
Provide secure transport (people, money etc)		
Investigate unusual odors		
Perform CPR		
Investigation		
Obtain information from people contacted	X	
Evaluate situations and take appropriate actions to reduce civil liability (risk of being sued)	X	X
Maintain confidentiality	X	X
Carry out proper arrest procedures		X
Enforce parking regulations	X	
Secure a crime scene		
Secure contraband		
Conduct interview		
Interpersonal Skills		
Verbally resolve conflicts	X	X
Use de-escalation techniques	X	X
Confront unwanted persons	X	X

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Professional Standards		
Participate in training to maintain knowledge and skills	X	X
Meet and maintain minimum standards of professional appearance	X	X
Testify in court		
Physical force		
Take down or subdue a resisting person		
Grip and hold a person to maintain physical control		
Lawfully detain persons		
Other		
Workplace violence		
Homeland security		
Situational awareness		