

# **SITE SECURITY MANAGEMENT PERSONNEL**

**Location: Various CONUS/OCOUS**  
**Forward resumes to resume@rdr.com**

## **Cleared American Guard - CAG**

The Incumbent shall establish one or more guard posts at locations specified by the Site Security Manager (SSM) to control access in accordance with the SSM's instructions. A central post will be staffed on a 24 x 7 (24hours per day, 7 days per week) basis unless otherwise stipulated in the guard orders, as set forth in writing by the SSM. The Incumbent shall establish access control posts at locations designated by the SSM, to control access to 1) the construction site; 2) internal secure areas; 3) Secure Storage Areas (SSA).

### **RESPONSIBILITIES:**

#### **Secure Storage Areas-(SSA)**

Responsible for identifying all persons accessing the construction site and secure areas and will issue appropriate identification badges only to persons with authorized access.

- dissuade and report unauthorized personnel or vehicle entry, or attempted entry, onto the construction site or into designated secure areas
- report all unauthorized entries to the Team Leader who reports to the SSM or the Regional Security Officer (RSO) in the absence of the SSM
- If the guard post is only required during times in which construction is in progress, the Incumbent shall ensure effective coordination and communication exists to avoid any delay or lapse in staffing of the guard post (s)
- responsible for control of all secure storage areas as designated by the SSM

#### **Inspection-**

- ensure that all persons, packages, bags, boxes, crates, vehicles, or other means of introducing material onto the construction site or into the secure areas are inspected for questionable or prohibited items. Means of inspection include, but are not limited to, metal detectors, explosives trace detectors, X-ray machines and visual examination.
- notify the SSM or designee of any impediments to timely and effective inspection, including but not limited to deficiencies or malfunctions in any Government Provided Equipment (GPE).

#### **Perimeter and Internal Surveillance-**

- surveil the perimeter and internal secure areas through the use of Government-furnished closed circuit television (CCTV) systems and other intrusion detection systems (IDS) systems on a 24/7 basis from an Access Control Facility (ACF) unless otherwise directed in writing by the Site Security Manager
- provide a CAG position(s) to rove the construction site after-hours, per the Site Security Manager's orders, to protect the integrity of Controlled Access Areas (CAA) and its materials.
- assist in the random selection of materials required for construction and installation
- provide perimeter and internal access control, control of secure storage areas, and personnel or material escort within or to a construction site

### **QUALIFICATIONS/SKILLS:**

All Cleared American Guards will be capable of speaking English and of writing concise reports in English.

- Cleared American Guards must have, at a minimum, a high school diploma or equivalent and at least three years experience in guard duty or security, preferably with the U.S. military or Government, including an operational knowledge of technical security systems (e.g., alarms, metal detectors, and x-ray devices and closed circuit television).
- Senior Cleared American Guards must have at a minimum 5 years experience
- Must be U.S. citizen
- Must have general knowledge of Microsoft Office Suite
- Must have general knowledge of how to use Internet resources
- Must possess a current, high level, government issued security clearance

## **CONSTRUCTION SURVEILLANCE TECHNICIAN - (CST)**

The Construction Surveillance Technician (CST) shall monitor, observe and interact with the construction workers as they accomplish their various construction tasks to preclude the introduction of electronic, electrical, mechanical, or hostile surveillance monitoring devices into finished construction.

### **RESPONSIBILITIES:**

- responsible for x-raying or otherwise examining as directed by the government, all equipment, materials and furnishings destined for use in the Controlled Access Areas (CAA).
- surveil uncleared workers during designated phases of construction.
- x-ray and inspect material, equipment and furnishings designated for use within Controlled Access Areas of the construction site.
- assist in the random selection of materials required for construction and installation in the CAA and areas contiguous to the CAA.
- become thoroughly knowledgeable of Department of State security procedures and the level of security required in various parts of each facility under construction/renovation.
- capable of independent decision-making, possess a high degree of individual initiative and function with minimal supervision.
- required to maintain daily logs during their tour of duty. Logs are to be submitted to the Contractor's Team Leader who will review them for accuracy and present them to the Site Security Manager.

### **QUALIFICATIONS/SKILLS:**

Construction Surveillance Technicians must have at least five (5) years experience in at least one of the following areas of expertise:

Construction security surveillance  
Technical Surveillance Countermeasures  
Industrial or government security involving counterintelligence  
Construction quality assurance  
Hands-on supervisory construction experience

- Employment as a CST is subject to taking and successfully passing a blue-print reading test to verify minimum skills in reading drawing/blueprints.
- must be knowledgeable of all construction disciplines, to include Civil, Architectural, Mechanical, Electrical and Electronic Engineering principles.
- must be capable of reading and analyzing designs and blueprints, and recognizing the architect's intended use.
- capable of analyzing designs and structural complexities, which are intended to mask an ulterior purpose not wanted by the architect.
- knowledge of Technical Surveillance Countermeasures, construction principles and devices used by hostile and friendly intelligence services for the purpose of clandestine surveillance.
- capable of speaking in English and writing in English detailed reports, analyses of problems, findings, and security situations which require staff actions.
- Must be U.S. citizen
- Must have general knowledge of Microsoft Office Suite
- Must have general knowledge of how to use Internet resources
- Must possess a current, high level, government issued security clearance

## **SITE SECURITY COORDINATOR (SSC)**

### **RESPONSIBILITIES:**

The Site Security Coordinator (SSC) is to assist the DoS Security Office with the day-to-day security coordination and management of DoS and OBO Construction Projects.

### **QUALIFICATIONS/SKILLS:**

- U.S. Citizens at least 25 years of age or older

- Government issued clearance issued by Defense Security Service or Department of State (or other agency authorized to issue clearances), whose Single Scope Background Investigation (SSBI) or – Single Scope Background Investigation Periodic Reinvestigation (SSBI-PR) dates are less than 7 years old.
- Prior experience working as a Cleared American Guard or a Construction Surveillance Technician with supervisory experience
- Capable of reading and analyzing designs and blueprints, and recognizing the architect's intended use.
- Must be knowledgeable of all construction disciplines, to include Civil, Architectural, Mechanical, Electrical and Electronic Engineering principles
- Knowledge of Technical Surveillance Countermeasures, construction principles and devices used by hostile and friendly intelligence services for the purpose of clandestine surveillance.
- Hires may be required to undergo a Department of State psychological evaluation in order to be qualified for deployment to certain designated posts.
- Must complete a physical examination prior to deployment and be willing to receive appropriate immunizations as approved and recommended by the Department of State Medical Section or the Traveler's Health Clinic.
- Fluency in speaking English and the ability to write concise reports in English
- High school diploma or equivalent and at least three years experience in guard duty or security, preferably with the U.S. military or Government, including an operational knowledge of technical security systems (e.g., alarms, metal detectors, and x-ray devices and closed circuit television)

### **TEAM LEADER - (TL)**

The Team Leader will be responsible for receiving and implementing orders or special instructions from the Site Security Manager or Regional Security Officer concerning matters which affect the security operations of the site. The Team Leader will also be a working member of the team.

### **RESPONSIBILITIES:**

- Responsible for reviewing logs submitted by Cleared American Guards (CAGs) and Construction Surveillance Technicians (CSTs), and presenting them to the Site Security Manager.
- Responsible for signing off on CSTs and CAGs daily attendance reports
- Ensure that all Site Security Personnel under his/her supervision are thoroughly familiar with the General and Specific Guard Orders before assuming duty.
- Available to receive and implement Orders or Special Instructions from the Site Security Manager (SSM) concerning matters which affect the operation or security of the project site.

### **QUALIFICATIONS/SKILLS:**

- U.S. Citizens at least 25 years of age or older
- Government issued clearance issued by Defense Security Service or Department of State (or other agency authorized to issue clearances), whose Single Scope Background Investigation (SSBI) or – Single Scope Background Investigation Periodic Reinvestigation (SSBI-PR) dates are less than 7 years old.
- Prior experience working as a Cleared American Guard or a Construction Surveillance Technician with supervisory experience
- Capable of reading and analyzing designs and blueprints, and recognizing the architect's intended use.
- Must be knowledgeable of all construction disciplines, to include Civil, Architectural, Mechanical, Electrical and Electronic Engineering principles
- Knowledge of Technical Surveillance Countermeasures, construction principles and devices used by hostile and friendly intelligence services for the purpose of clandestine surveillance.
- Hires may be required to undergo a Department of State psychological evaluation in order to be qualified for deployment to certain designated posts.
- Must complete a physical examination prior to deployment and be willing to receive appropriate immunizations as approved and recommended by the Department of State Medical Section or the Traveler's Health Clinic.
- Fluency in speaking English and the ability to write concise reports in English
- High school diploma or equivalent and at least three years experience in guard duty or security, preferably with the U.S. military or Government, including an operational knowledge of technical security systems (e.g., alarms, metal detectors, and x-ray devices and closed circuit television)

**EOE/M/F/D/V**

**Resumes should be forwarded to: [resume@rdr.com](mailto:resume@rdr.com)**