Student Security Coordinator

Student Security Coordinator Roles and Responsibilities

University Housing and Dining at UT Austin is looking for Student Security Coordinators to join our team. These positions provide and ensure the general safety and security in the university residence halls during nighttime hours.

- Staff members are responsible for overseeing lobby and desk areas in university residence halls to enhance security efforts and to minimize disturbances and infractions of rules during the night hours.

- Staff members may travel across campus to offer breaks and support to staff working at the residence hall lobbies. Staff members will also check all exterior entrances and exterior lighting into residence halls to ensure that all doors and lighting are secure and functioning.

- Staff will have some opportunity to study while working, but will need to commit to completing all assigned duties while working.

Qualifications

- School Status: Enrollment in at least six credit hours (or the equivalent) at The University of Texas at Austin or other approved post-secondary institution is required throughout the duration of employment.
- Ability to pay attention to detail.
- Ability to provide effective customer service, demonstrate effective communication and organizational skills.
- Proficient with computer programs.
- Ability to work individually as well as in teams.
- Ability to work non-traditional hours (position begins at midnight).

Workday and Times

- Monday – Sunday shifts during night hours

Hourly Wage

- $11.25 per hour