

Washington State Department of Personnel
Class Specification

LIQUOR ELECTRONIC SECURITY TECHNICIAN

593A

Abolishment Adopted November 10, 2010 and effective November 12, 2010.

Class Series Concept:

Positions in this series maintain, monitor, and utilize computerized security systems and other electronic surveillance equipment to ensure the security of the Liquor Control Board, Seattle Distribution Center, and statewide liquor retail outlets against fire, burglary, and intrusions. Installs, maintains, repairs or replaces closed circuit TV's, monitors, VCR's and electronic alarms.

Definition:

Maintains, monitors, and utilizes computerized security systems and other electronic surveillance equipment to ensure the security of the Liquor Control Board, Seattle Distribution Center, and statewide retail outlets against fire, burglary, and intrusions. Installs, maintains, repairs, or replaces closed circuit TVs, monitors, VCRs and electronic alarms. Checks and verifies order discrepancies through videotapes.

Typical Work:

Installs, maintains, and repairs CCTV cameras and monitors VCR's electronic door alarms and fire alarms systems for the Seattle Distribution Center and all liquor rail outlets statewide; monitors and operates two separate computer systems, one for intrusion and fire alarms for the warehouse and an alarm control station for all liquor store outlets for burglary or fire; monitors a large closed circuit television system to maintain surveillance over unauthorized entry, attempts of theft, vandalism, or pilferage; also monitors for outbreaks of fire and identifies safety hazards;

Monitors truck traffic and employee activities during shipping and receiving operations; operates and monitors the fire alarm system which consists of a central alarm panel which terminates in a computer terminal printer; each alarm must be acknowledged, investigated, and the appropriate corrective action must be taken; operates and monitors an intrusion alarm system consisting of a central alarm panel, ultrasonic motion detection sensors, and other electronic aids which terminate in the computer terminal printer; all alarms must be acknowledged and confirmed as to being valid emergencies or false alarms; proper emergency response must be initiated according to the type and nature of the emergency which was reported;

Monitors and operates a central Computer System used for all state Liquor Stores; any alarms must be acknowledged immediately and appropriate emergency procedures followed in the event of burglary or fire, i.e., police, fire department, aid unit; operates a communications center for shipping and receiving operations using paging and intercom systems, two-way radios, and telephones; controls the entry of individuals and conducts exit inspections as required.

Legal Requirement(s):

There may be instances where individual positions must have additional licenses or certification. It is the employer's responsibility to ensure the appropriate licenses/certifications are obtained for each position.

Desirable Qualifications:

One year of experience in operation and maintenance of electronic equipment. One year of full-time training in electrical engineering or electronics may be substituted for the experience requirement.

Class Specification History:

New class effective June 1, 2005; Liquor Electronic Security Technician 1 (replaces 72960 Liquor Electronic Security Technician 1).

Revised title, formerly Liquor Electronic Security Technician 1; adopted August 13, 2009, effective August 14, 2009.