

## Security Guard Full/Part Time

Gardiner Museum  
111 Queen's Park  
Toronto, ON M5S 2C7



Celebrating the Art of Ceramics

### Celebrating the Art of Ceramics

The Gardiner Museum, Canada's national ceramics museum, seeks both full and part time Security Guards who will help shape the audacious future of this small but dynamic institution.

The Gardiner Museum celebrates the art of ceramics and engages local and international audiences by promoting understanding of the long history of people crafting in clay. Through the display of its permanent collections and special exhibitions, as well as through studio education, programs that engage diverse communities, and major contributions to scholarship, the Gardiner champions ceramics.

Located in Toronto, the Gardiner Museum is a public, not-for-profit institution established in 1984 by George and Helen Gardiner. It has been described as a "collection of collections" with superb holdings of great depth acquired in specific areas of ceramic excellence. The Museum is known for its exhibitions and education programs that engage a broad and devoted public. Led by the Board of Trustees and the Executive Director & CEO Kelvin Browne, the Museum is entering a new stage that will focus on outreach to local, national and international communities. Excellence, diversity, openness, audacity, and vision are our goals.

### Position Overview

Duties include but are not limited to:

1. Provide first response to emergency situations
2. Control building access
3. Patrol building and surrounding environment
4. Log any occurrences or incidents for record keeping and review
5. Provide direction and respond to visitor inquiries
6. Provide customer service
7. Close out front desk cash till
8. Set-up furniture and rooms for museum use and booked events

### Required Certification and Experience

Applications should possess:

- Ontario Security License
- Standard First Aid and CPR Level 'C'
- High School Diploma
- No Criminal Record
- Availability for Evenings, Weekends and Statutory Holidays
- Ability to lift objects of up to 50 pounds
- Experience in Customer Service and Security fields preferred
- Ability to Work in a Team Environment
- Fluency in Reading and Writing English

**How to Apply:**

Start Date: August 1<sup>st</sup> 2017

Pay: Hourly

Term/type: Full/Part Time

To apply candidates should submit a letter of interest and CV in a single PDF document by August 18th at 5 pm to [john@gardinermuseum.com](mailto:john@gardinermuseum.com). Please reference "Gardiner Museum Security Position" in subject line.

No phone calls or visits please.

The Gardiner Museum is an equal opportunity employer. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

**Contact Info:**

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