



Position: Screener

Assignment: Armed Screener

Wage/Hour Status: Non-exempt

Reports to: Armed Screener Supervisor

Pay Grade: AX592/196 days

Dept./School: Safety & Security

Date Revised: Spring 2025

Primary Purpose:

Work closely with campus administration officials, district administration and local law enforcement to develop an environment in which students and staff feel safe and secure, with a specific focus on protecting the life and well-being of students, staff, and visitors against active threats on school property.

Term:

This position is funded by a Lewisville ISD Bond Referendum and is for the direct support and implementation of the weapon detection scanner project. The term of employment is directly tied to the duration of the bond program and associated project as well as the continued need for project oversight and management in support of the project.

Qualifications:

Minimum Education/Certification:

- High school diploma or equivalent required, associate's degree or higher, preferred
- Possess a Level III – Private Security Officer license from the Texas Department of Public Safety
- Possess a valid Texas Driver's license or able to obtain a Texas Driver's license within 30 days of employment

Special Knowledge/Skills/Experience:

- One to three years of experience in emergency incident response, corrections, armed security or military service, preferred
- Must be at least 21 years of age
- Must successfully complete background check as instructed by the district prior to employment
- Must successfully complete a drug and alcohol screening as instructed by the district prior to employment
- Must successfully pass a psychological assessment as instructed by the district prior to employment

Major Responsibilities and Duties:

- Provide a high visibility presence to deter violence on campuses.
- Use the appropriate level of force to stop, disrupt or eliminate physical deadly threats.
- Use and care for firearms, communications equipment, and other issued and necessary equipment.
- Maintain the security of the campus via routine checks of external entrances for compliance with state and district rules.

- Attend regularly scheduled training to maintain proficiency and knowledge of applicable laws and use of force matrices.
- Follow all state and federal laws as well as rules, regulations and policies of Lewisville ISD and follow directives from superiors.
- Follow attendance policy and campus presence as assigned by supervisor.
- Perform other functions that may be assigned by the Administration and/or supervisor.

Mental Demands/Physical Demands/Environmental Factors:

- **Probationary Period:** First 30 days of employment
- Handling of firearms; wearing of body armor and duty belt with holstered firearm and associated equipment; occasional shooting/firearms manipulation. Ability to maintain physical condition to perform essential duties
- Prolonged use of computer and repetitive hand motions.
- Prolonged sitting and standing; kneeling/squatting, bending/stooping, pushing/pulling, and twisting.
- Frequent walking, occasional running, occasional shooting/firearms manipulation. Ability to maintain physical condition to perform essential duties.
- Requires travel to schools and sites within the district.
- Occasional lifting and carrying (up to 50 pounds)
- Work inside primarily, work outside for brief periods in varying weather conditions, and possibly deal with violent and armed confrontations.

OTHER: All employees are to follow district safety protocols and emergency procedures.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required. This position is an in-person job and is to be performed at the location specified. It does not qualify for remote work or work from home status.

Signature

Date

Print Name