



In a workplace where this award has application the Employer must display an up-to-date copy of the award in a conspicuous place where it is easily read by the employees in the workplace.

Award Summary Sheet

Update Number: 6

Change/s – New rates as from 20/3/01

Security Industry (Contractors) Award - State (Southern Division Eastern District)

Application Applies to all employers providing security services under fee or contract.

Effective from **March 20, 2001**

	Weekly	P/time	Casual
Level 1	\$ 452.70	11.9132	14.1767
Level 2	\$ 470.00	12.3684	14.7184
Level 3	\$ 482.10	12.6868	15.0973
Level 4	\$ 494.20	13.0053	15.4763
Level 5	\$ 518.00	13.6316	16.2216

Ordinary hours Ordinary hours shall not exceed 38 per week. The hours shall be worked on not more than five days per week, Monday to Sunday with a maximum of 8 hours per day. Day shift hours to be worked between 5.30 am and 6.30 pm.
Scope for agreement for rosters which prescribe more than 8 ordinary hours per day and averaged numbers of days off.

Penalty rates

Permanent Employees Ordinary time on Saturdays – time and a half
Ordinary time on Sundays – double time

Casual Employees Same rate of pay as permanent employee would receive on Saturday and/or Sunday (i.e. casual loading not included in calculations)

Shift Work Shift Work Allowance (in addition to ordinary hourly rate of pay)

	%
Day Shift	Nil
Afternoon Shift	15
Night Shift (rotating with day or afternoon shifts)	15
Permanent Night Work (non-rotating night shifts)	20

NB: This allowance does not apply when weekend penalty rates apply **or** on Statutory Holidays where extra rates apply.

Overtime All time worked in excess of the ordinary daily hours prescribed by the award or outside of an employee's usual commencing and ceasing times (or in the case of a casual, in excess of the specified hours of work) is paid at the rate of time and a-half for the first three hours and double time thereafter.
Where more than one shift per day is worked, overtime shall be paid at the rate of double time.
All overtime worked on Sunday shall be paid for at the rate of double time.

Part-time	Minimum payment as for four hours worked on any one day and a minimum of 16 hours per week. Receives pro rata entitlement to paid leave. Entitled to full weekly allowances where applicable. Overtime shall be paid for all time worked in excess of 8 hours on any day or 38 in any one week.	
Casual	An employee engaged by the hour for not more than 32 ordinary hours in any one week. Minimum payment as for four (4) hours work for each engagement 19% loading.	
Allowances	<p><u>Leading hand</u> - In charge of up to 15 employees - \$9.99 per week In charge of more than 15 employees - \$14.98 per week</p> <p><u>Supply of Torch & Batteries</u> – Either supplied by the employer or employee is to be paid \$5.62 per week.</p> <p><u>Dog Handling</u> - An employee required to own, maintain and use a dog in the course of their duties shall be fully reimbursed by the employer <u>or</u> paid an allowance of \$50.00 per week in lieu thereof.</p>	
Superannuation	<p>Whilst the award makes provision for Occupational Superannuation, these are minimum provisions only. An employee may have an entitlement under the Federal Government's Superannuation Guarantee. Employers and employees should telephone 13 10 20 to determine an employer's possible obligation.</p> <p>Approved funds under the award are The Australian Retirement Fund; Sunsuper</p>	
Notice by Employer (other than casuals)	<p><i>Period of Continuous Service</i></p> <p>1 year and less</p> <p>More than 1 year up to 3 years</p> <p>More than 3 years up to 5 years</p> <p>More than 5 years</p>	<p><i>Period of Notice</i></p> <p>1 week</p> <p>2 weeks</p> <p>3 weeks</p> <p>4 weeks</p>
	<p>Where the employee is over 45 years of age and has had more than two years service, an additional week's notice is due when the employment is terminated by the employer.</p> <p>Notice shall not be counted as annual leave.</p>	
Notice by Employee (other than casual)	1 week	
Classifications		
Security Officer Level 1		
	A Security Officer Level 1 is an employee who performs work to the level of such employee's training.	
	Indicative of the tasks an employee may be required to perform at this level include –	
(a)	Watch, guard or protect persons and/or premises and/or property.	
(b)	Be stationed at an entrance and/or exit where principal duties will include –	
(i)	the control of movement of persons, vehicles, goods and/or property coming out of or going into premises or property (including vehicles carrying goods of any description) to ensure that the quantity and description of such goods is in accordance with the requirements of the relevant document; and	
(ii)	will include an area or door attendant or commissionaire in a commercial building.	
(c)	Respond to basic fire/security alarms at the designated post which may include use of keypads or basic keyboard skills to acknowledge an alarm activation and the recording of inward and outward goods etc.	
(d)	Use of electronic equipment such as handheld scanners, walk through metal detectors and simple Closed Circuit Television systems (CCTV) utilising basic keyboard skills.	
(e)	Let in or let out security dogs from kennels housed within a secure compound.	

- (f) Undertake crowd control duties at premises such as shopping centres, trade displays, sporting events, and other special events, etc.
- (g) Perform duties associated with a Level 2 position whilst being trained for promotion to that level.
- (h) Undertake traffic control duties.

Security Officer Level 2

A Security Officer Level 2 is an employee who performs work above and beyond the skills of an employee at Level 1, to the level of such employee's training.

Indicative of the tasks an employee may be required to perform at this level include –

- (a) Undertake securing, watching, guarding and/or protecting duties as directed including –
 - (i) responding to alarm signals;
 - (ii) attending and performing minor non technical servicing of Automatic Teller Machines; and
 - (iii) patrolling in a vehicle two or more separate client establishments or sites.
- (b) Monitor and respond to electronic intrusion, detection or access control equipment and lock and unlock entries and exits terminating at a visual display unit and/or computerised printout which may require use of keypads or basic keyboard skills.
- (c) Operate public weighbridges where appropriately licensed to do so.
- (d) Use of handheld scanners, walk through metal detectors and simple Closed Circuit Television systems (CCTV) utilising basic keyboard skills in connection with an airport.
- (e) Use and interpret screen images on baggage and x-ray equipment.
- (f) Southbank Officer (other than for special events) where employees are required to rotate through the control room.
- (g) Handle trained security dogs for the purpose of performing duties and possess documentary evidence of satisfactorily completing a recognised Dog Handlers Course.
- (h) An employee to be engaged and nominated in writing by the employer primarily for the purpose of relieving Level 1 positions at short notice and for whom a display roster is not required, and where less than 24 hours notice of shift changes may be given.
- (i) Perform duties associated with a Level 3 position whilst being trained for promotion to that level.
- (j) Perform the duties of a Security Officer Level 1.
- (k) Leave reserved – Understand and enforce Liquor Act Legislation and/or by-laws to undertake crowd control duties at licensed premises.

Security Officer Level 3

A Security Officer Level 3 is an employee who performs work above and beyond the skills of an employee at Level 2, to the level of such employee's training.

Indicative of the tasks an employee may be required to perform at this level include –

- (a) Monitor and operate integrated intelligent building management and security systems terminating at a visual display unit or computerised printout which requires data input from the Security Officer.
- (b) A Security Officer who, in the opinion of the employer has no previous relevant experience at this level and is undertaking the tasks of a Security Officer Level 4 whilst undergoing training and gaining experience during the first six months of employment as such.

- (c) A Southbank Officer who is authorised to act on by-laws.
- (d) Perform the duties of a Security Officer Level 1 and Security Officer Level 2.
- (e) An employee to be engaged and nominated in writing by the employer, primarily for the purpose of relieving Level 2 positions at short notice and for whom a display roster is not required, and where less than 24 hours notice of shift changes may be given.

Security Officer Level 4

A Security Officer Level 4 is an employee who performs work above and beyond the skills of an employee at Level 3, to the level of such employee's training.

Indicative of the tasks an employee may be required to perform at this level include –

- (a) Monitor, record, input information or react to signals and instruments related to electronic surveillance of any kind within a central station.
- (b) Operate a keyboard to alter the parameters within an integrated intelligent building management and/or security system.
- (c) Co-ordinate, monitor or record the activities of Security Officers utilising a verbal and/or computer based data communication system within a central station.
- (d) Perform the duties of Security Officers at Levels 1, 2 and 3.

Security Officer Level 5

A Security Officer Level 5 is an employee who performs work above and beyond the skills of an employee at Level 4, to the level of such employee's training and co-ordinates the work of Security Officers working in a team environment within a central station.

A person in receipt of the rate applying to this classification will not be entitled to a Leading Hand allowance as provided in this Award.

This Award Summary Sheet contains a summary of the major provisions of the award as provided by the Queensland Industrial Relations Commission pursuant to the Industrial Relations Act 1999 ("the Act"). The information contained herein is not an award as defined by the Act and must not be taken to be a definitive statement of what the award prescribes. Whilst every care has been exercised in the preparation of the information contained herein, a user should not rely upon the information contained without recourse to the award. The Department of Industrial Relations hereby expressly excludes any liability to a user for damages incurred as a result of reliance upon the information contained herein.

Employers are required by the Act to display a full copy of the award at their place of business. A copy of the award may be purchased by contacting IRIS Award Sales on (07) 3872 0563.

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