

# Officer in Charge – Career Progression as of June 2021



## **OIC BASIC Certificate**

### ***Reattend PSO Training for Reinforcement***

#### **State Mandated Training**

- State Law Regulating the Security Industry
- Operations of a Security Company
- Qualifications & Responsibilities of a Private Security Officer
- Criminal & Civil Law
- Authority of Private Security Officers
- Use of Force
- Report Writing

#### **SafeHaven Security Group**

#### **In-Depth Training**

- Professional Appearance
- Professional Interactions with Others
- Basics of Situational Risk Awareness
- Basics of Understanding How Workplace Violence Occurs
- Basic Verbal De-Escalation
- Basic Officer Safety
- Use of Force Spectrum and Situational Applications
- Critical Decision Making
- Report Writing Practical Exercise

## **OIC2 ADVANCED Certificate**

In addition to the previous OIC Basic training

### **EXPERIENTIAL LEARNINGS & SKILLS DEMONSTRATIONS**

- Work no less than three full shifts at no less than three locations not normally assigned
- Work at least one shift with / as NWA Supervisor
- Participate with the Recruiter, and successfully demonstrate abilities, to accurately complete no less than FIVE new hire
  - applicant screenings in online tool (Indeed)
  - phone interviews
  - in-person interviews
  - on-the-job (Client site) interviews
  - five new hire packets
- Successfully demonstrate abilities to create and publish schedules for no less than sixty days
- Successfully demonstrate abilities to reconcile time keeping for three full pay periods for your Client site.
- Successfully demonstrate Incident Response Protocols & Incident Documentation Exercise
- Successfully demonstrate knowledge of Worker's Compensation Incident Reporting

## **OIC3 MASTER Certificate**

In addition to the previous Advanced training

### **EXPERIENTIAL LEARNINGS & SKILLS DEMONSTRATIONS**

- Obtain ASP Training Instructor Certification
- Successfully teach four PSO Orientation & Training Classes
- Complete Performance Evaluation on Client Site
- Performance Evaluation Discussion Proficiencies
- Complete Financial Budgeting session for Officers / Families
- Successfully demonstrate abilities to lead a Client site for no less than one full week.
- Take the Disc survey and review the results with Time Keck.
- Participate in an oral board interview process with Owner and Senior Consultant(s).