

MICHIGAN SENATE

SENATE BUSINESS OFFICE

POSITION POSTING

ASSISTANT SERGEANT AT ARMS

Lansing, MI
Nonpartisan

Protect the heart of Michigan government.

Join a small, professional team responsible for the safety and security of Michigan Senators, staff, and visitors inside the historic Capitol Complex. Your primary role focuses on public relations, critical incident preparedness and response, monitoring security camera systems from the Operations Center, and serving as the initial point of contact for visitors and providing them with directions and assistance. May provide security and protection at legislative events occurring outside the Capitol complex as needed. This is stable, meaningful law enforcement work in a professional, nonpartisan setting where your experience makes a direct impact.

Pay & Benefits

- **Starting wage:** \$73,000
- **Top end wage:** \$90,000
- Excellent state benefits package
- Strong retirement: up to a 9% contribution from the state (up to a 5% employee contribution match and 4% additional contribution from the State of Michigan)
- Salaried, non-civil service, at-will position with professional development support

Work Schedule

Monday–Friday daytime hours (7:30 a.m.–3:30 p.m. or 9:30 a.m.–5:30 p.m.).

Rare weekend or after-hours security/protective details within Michigan only as needed.

Minimum Qualifications

Education/Experience:

- Associate’s degree or equivalent required (bachelor’s degree preferred)
- Minimum of five years professional law enforcement work experience required
- MCOLES certification as a Police Officer or eligible for immediate certification reinstatement required

Skills and Knowledge Required:

- Ability to walk, stand, sit, and remain attentive for extended periods of time
- Ability to participate in physical training, such as defensive tactics and firearms qualifications
- Extensive knowledge of law enforcement functions and procedures
- Basic knowledge of Microsoft Windows operating systems

- Ability to comprehend and apply applicable Senate Rules, policies, regulations, and guidelines

Preferred (not required):

- Executive / dignitary protection experience
- Investigative experience
- Certifications in First Aid, CPR, AED, and Conducted Electrical Weapons

Interested applicants, please submit a cover letter and resume to:

Human Resources

PO Box 30036 Lansing, MI 48909

Email: resume@senate.michigan.gov

The Michigan Senate considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, height, weight, disability, marital status, gender identity or expression, sexual orientation or any other legally protected status. If you are a person with a qualified disability, you may request any needed reasonable accommodation to participate in the application, testing, and/or interview process by contacting the Senate ADA Coordinator at 517-373-1675.