

## **JOB DESCRIPTION**

**Company:** FIELD TIME TARGET & TRAINING, LLC / FT3 TACTICAL

**Position:** Range Safety Officers / Front Counter Staff

**Location:** 8230 Electric Ave. Stanton CA

**Reports to:** Range Manager

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**Job Duties:** Range Safety Officers (RSO) / Front Counter Staff (FCS) employees are responsible for the overall safety of the range. The RSO /FCS perform routine business functions, tasks, duties and are the front line staff that interacts with customers. They monitor activities on the range and intercede when necessary to ensure the safety of range users and staff members.

**RSO / FCS's general responsibilities include, but are not limited to:**

- Greet customers, answer questions and instruct on proper firearm handling
- Inspect, clean and handle all different types of firearms
- Ensure all safety rules are adhered to and correct any dangerous activity
- Clean, stock and maintain good order of the range and the facility
- Respond to emergencies and follow established Emergency Response Protocols
- Complete written reports when necessary
- Operate the cash register
- Open and close the range, following established protocols

**RSO / FCS must be able to perform the following, but not limited to:**

- Ability to legally possess and safely handle firearms
- Operate a computer and cash register
- Communicate clearly and concisely; both written and verbally
- Stand, sit, reach, bend and kneel for extended time
- Have the ability to lift and carry up to 60lbs / Be exposed to loud sounds
- Obtain CPR, AED and First Aid certificates
- Respond to immediate threats, injuries and / or incidents that occur on the range
- Be able to work days, nights , weekends, holidays and off-site special events
- Exercise sound judgement and good decision making

RSO / FCS staff may wear an exposed firearm while working inside the FT3 building. To do so, they must have approval of the General Manager and meet all of the established company polices and guidelines.

RSO / FCS staff are required to wear a designated uniform and adhere to established company grooming standards.