



Knowledge Saves Lives, Inc.

3321 G Street, Suite C
Merced, CA 95340
(209) 710-0271
Knowledgesaveslives.com

KSL Runner

Supervisor: Regional Projects Director

Start Date: Upon Hire

Schedule: 20-40 hours per month on average.

Rate: \$18.00 Per Hour

Job Overview:

Knowledge Saves Lives, Inc. is seeking an experienced and motivated individual to join our team! The Runner will, under the general direction of the KSL, Inc. Management Team, assist the project directors, supervisors, and instructors before, during, and after a training event. The Runner is responsible for loading and unloading equipment, setting up training aides, and keeping track of equipment inventory during or after an event. The Runner will also assist in breaking down the exhausted/empty fire extinguishers to prepare them for recycling. The Runner shall always be attentive to the needs of the rest of the team by checking on each station periodically during times they are caught up with required duties.

Qualifications:

Must be over 18 years of age and possess a valid California Driver's license. Must be able to manage schedule, and communicate well with supervising Directors, Instructors, staff, and clients. Must arrive punctually for work required hours. A Runner is encouraged to develop his or her skills to take on challenges and learn new techniques. A Runner shall always demonstrate a professional and well-kept appearance. The Runner shall contribute to a safe and secure environment by following established procedures. The Runner must notify supervisor of damaged or depleted equipment or resources.

Responsibilities & Duties:

- Understand and follow complex instructions
- Independently perform administrative tasks
- Operate office equipment related to the job
- Compile data for and prepare reports of average difficulty
- Follow oral and written communication
- Maintain accurate records, ledgers and files, correspondence, and customer transactions
- Sit at a desk or stand for extended amounts of time
- Bend, stoop and reach overhead
- Be able to lift 25 – 50 lbs



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How to Apply:

Email resume to: training@knowledgesaveslives.com

Benefits of Joining Knowledge Saves Lives, Inc.

Knowledge Saves Lives, Inc. provides a flexible work environment to its employees. This position has the potential of going to full-time. All Runners are eligible for:

- 401k Deferred Compensation/Retirement Package
- Mileage reimbursement for work related travel over 150 miles.
- Paid Hotel Rooms and additional pay for any overnight travel expenses.
- Company Uniforms provided by KSL at no charge.
- Paid Orientation and Training Program

Who We Are

Established in 2010, Knowledge Saves Lives, Inc. has proudly served insurance companies, public and private schools, community colleges and universities, small and large businesses, churches, healthcare organizations, and City, County, State and Federal agencies for over 12 years. Our services include site specific emergency preparedness training, customized security risk assessments, UAV (drone) camera mapping, wildfire prevention and mitigation projects, The SB390 Campus Security Officer Program and subject matter expert consulting.

Our mission is to provide proper emergency preparedness where it is needed most. Our clients depend on us to be the tip of the spear as it relates to risk mitigation and training and we also sell our own safety product (Step1 Device).

Our organization is made up of more than two dozen emergency response professionals, including current and retired law enforcement officers, firefighters, correctional officers, and military veterans. Together, we possess more than 750 combined years of first responder experience we share with our clients to assess and mitigate many risks. We also have a strong administrative staff that pulls from backgrounds in business administration, finance, and accounting. When you rely on us for safety training, services, or support, trust that you're learning from the experts.

We take pride in offering our employees a flexible work environment to encourage healthy work/life balance. When you come to work for Knowledge Saves Lives, Inc. you are a part of a team that takes care of each other. We offer health benefits and a retirement option to all full-time employees.

Knowledge Saves Lives, Inc. is an Equal Opportunity Employer (EOE). We invite all qualified applicants to apply and do not discriminate against individuals because of their race, color, religion, national origin, gender, physical or mental disability, veteran status, or age.