

# DEL MAR COLLEGE POLICE DEPARTMENT

## POLICE OFFICER (LEVEL II, III, or IV)

### Posting Details

#### Position Information

<b>Posting Number</b>	S1067
<b>This position is open to Job</b>	Open to All Applicants
<b>Title</b>	POLICE OFFICER (LEVEL II, III, or IV)
<b>Department</b>	Del Mar Police Dept
<b>Position Type</b>	Non-Exempt
<b>Employment Status</b>	Full-Time-Staff
<b>Salary</b>	Minimums: Level II -\$58,000.00; Level III -\$61,000.00; Level IV -\$64,000.00
<b>Open Date</b>	07/21/2025
<b>Close Date</b>	09/18/2025
<b>Open Until Filled</b>	Yes

#### Position Summary Information

<b>Job Description Summary</b>	The purpose of this position is to patrol campus property in order to provide a safe and secure learning and working environment. The position is responsible for the enforcement of federal, state, and local laws and the protection of life and property, including buildings, equipment and land.
<b>Minimum Qualifications</b>	<p><b>Police Officer II (NDMPDEN30022):</b> <b>Intermediate Peace Officer Certification through TCOLE OR</b> Associates Degree and four (4) years of related experience in law enforcement <b>OR</b> Bachelor's Degree or higher and two (2) years of related experience in law enforcement</p> <p><b>Police Officer III (NDMPDEN30023):</b> <b>Advanced Peace Officer Certification through TCOLE OR</b> Associates Degree and six (6) years of related experience in law enforcement <b>OR</b> Bachelor's Degree or higher and five (5) years of related experience in law enforcement</p> <p><b>Police Officer IV (NDMPDEN30024):</b> <b>Master Peace Officer Certification through TCOLE OR</b> Associates Degree and twelve (12) years of related experience in law enforcement <b>OR</b> Bachelor's Degree or higher and nine (9) years of related experience in law enforcement</p>
<b>Required Job Knowledge, Skills, Abilities</b>	<p>Strong interpersonal skills, and effective oral and written communication/public relation skills.</p> <p>Proven ability to act quickly and intelligently in an emergency situation.</p> <p>Ability to carry out oral and written instructions.</p> <p>Ability to perform general patrol duties (emergency response, medical and calls for service).</p> <p>Conduct preliminary investigations into incidents, including interviewing victims, complainants, and witnesses, gathering information and evidence, and securing the scene.</p> <p>Understanding of crime prevention and community policing.</p> <p>Inspects and maintains assigned patrol vehicle, uniform, and equipment and effectively uses all law enforcement equipment.</p> <p>Personal integrity, honesty, and the ability to maintain confidentiality.</p> <p>Understanding the mission, goals and objectives of a community college.</p>

Knowledge of relevant federal and state laws, including the Clery Act reporting requirements.

Knowledge of criminal and traffic codes, search and seizure laws, city ordinances, campus rules and regulations, and department policies and procedures.

Knowledge of the geography – campus layout and buildings.

Knowledge of the court system and judicial procedures.

Skill in the use of a computer.

Skill in operating police vehicles, firearms, and emergency equipment.

Skill in operating radios and communications equipment.

Skill in restraining persons without causing physical harm.

**Preferred Qualifications**

Sixty (60) earned hours from an accredited college or university

OR

Intermediate Peace Officer's Certification or higher from TCOLE.

**Special Instructions to Applicants**

This is a security-sensitive position. Employment resulting from this advertisement is subject to federal laws that require the verification of identity and the legal right to work in the United States. Employment is contingent upon the successful completion of a criminal background and reference checks. The College reserves the right to cancel or extend all recruitment actions. Del Mar College is an Equal Opportunity employer. Upon request, reasonable accommodations in the application process will be provided to individuals with disabilities.

**Job Duties****Job Duty**

Uniform Patrol: Patrol campus property by vehicle or on foot to prevent and identify criminal activity while ensuring the safety and well-being of students, employees, and visitors.

**Job Duty**

Respond to Emergencies: Respond promptly and effectively to emergency situations by assessing the scene, ensuring public safety, coordinating with other emergency services, and following established protocols to manage and resolve incidents.

**Job Duty**

Law enforcement: Enforce state and federal laws, local ordinances, and college rules and regulations pertaining to students, employees, and visitors through patrol, investigation, emergency response, and community education to ensure a safe and secure campus environment

**Job Duty**

Investigations: Conduct thorough investigations by securing incident scenes, collecting and preserving evidence, interviewing witnesses, and documenting findings according with legal standards and departmental procedures.

**Job Duty**

Provide security at events: Monitor and maintain order at events on campus.

**Job Duty**

Engage in Community Policing: Build relationships with students, employees and visitors to foster a safe and secure campus environment.

**Supplemental Questions**

Required fields are indicated with an asterisk (\*).

1. \* Do you have an intermediate peace officer certification or higher through TCOLE?

- Yes, I have an intermediate peace officer certification or higher through TCOLE. (Submission of certification is required).
- No, I don't have the required peace officer certification.

**Applicant Documents**

**Required Documents**

1. Resume
2. Letter of Interest
3. Certification(s)

**Optional Documents**

1. Transcripts