

# Police Officer - Part Time

## Position Details

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<b>Posting Number</b>	AS64P
<b>Position Title</b>	Police Officer - Part Time
<b>Contract Length</b>	N/A
<b>Class Summary</b>	Provides safety, security, and service for the campus community Performs law enforcement duties by enforcing Federal law, State law, Municipal law, traffic law, parking, and campus policy.
<b>Candidates Eligible to Apply</b>	External Only
<b>Position Type</b>	Non-Exempt Staff
<b>Employment Status</b>	Part Time
<b>Position Funding Type</b>	Regular
<b>Minimum Education/Training/Experience</b>	Associates degree in a law enforcement related field; or, an equivalent combination of education and experience sufficient to successfully perform essential campus law enforcement duties. At least two years of full time police officer experience is required.
<b>Preferred Education/Training/Experience</b>	Associate degree in a law enforcement related field. At least two years of college campus or university policing. Intermediate Police Certification ALERRT training.
<b>Minimum Knowledge &amp; Skills</b>	Law enforcement principles and procedures and crime prevention training. Applicable laws, rules, and regulations. Defensive tactics. Firearms usage and justification. First aid principles. Interpreting and applying laws, rules, and regulations. Analyzing complex and stressful situations. Conducting Interviews and interrogations. Maintaining personal control. Computer literate and report writing proficiency. Understanding the chain-of-command structure, oral and written communication proficiency, interpersonal skills as applied to interaction with co-workers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.
<b>Preferred Knowledge &amp; Skills</b>	Same as the minimum knowledge listed above. and ALERRT training.
<b>Licensing/Certification Requirements</b>	Valid drivers license Peace officer license Basic Police Officer Certification
<b>Job Duties</b>	Conducts proactive patrol of college properties to preserve law and order. Responds to public safety emergencies, complaints, concerns or questions and administers proper procedures to ensure public safety. Conducts crime investigations. Enforces parking and traffic regulations, controls and directs traffic. Inspects and maintains the security of college buildings and facilities. Provides public assistance needs; such as, jump starting and unlocking vehicles, escorts and promulgating special announcements. Prepares applicable crime and incident reports for an assigned shift. Responds to and conducts traffic investigations. Participates in community service activities. Performs other law enforcement duties of a public servant and completes assignments given by the Chief.
<b>Physical Requirements</b>	Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing walking, running, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing, and repetitive motions. Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

Incumbents may be subjected to chemicals, vibrations, fumes, odors, inadequate lighting, work space restrictions, extreme weather conditions, and intense noise and travel.

**Minimum Salary Range** \$20/hour

**Mid Point Salary Range** \$20/hour

**Maximum Salary Range**

**Posting Open Date** 08/14/2018

**Posting Close Date**

**Posting Will Be Open Until Filled** Yes

**Special Instructions to Applicant**

**EEO Statement** College of the Mainland is an affirmative action/equal opportunity institution and does not discriminate on the basis of race, color, sex, age, national origin, religion, disability or veteran status. College of the Mainland does not discriminate on the basis of disability in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of its programs and activities, as specified by federal laws and regulations within Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 and 1992.

**Quick Link to Share for Direct Access to Posting** <https://jobs.com.edu/postings/1542>

## Supplemental Questions

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

1. Do you have previous campus police experience?
  - Yes
  - No
2. Have you ever received a dishonorable discharge from a law enforcement agency?
  - Yes
  - No
3. Have you ever received a general discharge from a law enforcement agency?
  - Yes
  - No

## Documents Needed to Apply

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### Required Documents

1. Resume
2. Transcripts (1 of 3)
3. Cover Letter

### Optional Documents