

Openings as of 5/15/2023

Police Officer

JobID: 2376

Position Type:

Security

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4/4/2023

Location:

Districtwide

Job Title: School District Police Officer
Reports to: School District Police Chief
Dept./School: Lufkin ISD Police Department
Salary: Based on verifiable job-related experience.

Primary Purpose:

Provide safe environment for students and staff. Ensure enforcement of all federal, state, and local laws and ordinances and District policies.

Qualifications:

High school diploma or certified GED required.
Must hold a valid Peace Officer License from the Texas Commission on Law Enforcement..
Intermediate Peace Officer Proficiency certification preferred.
Consideration will not be given to a TCOLE license or license from another state with a General Discharge, or Dishonorable Discharge or the equivalent notation from previous law enforcement jobs.
Must have a valid Texas Driver's license with an acceptable driving record.
Must not have a reported criminal history record.
Two or more years of college preferred.
Spanish language proficiency preferred.

Special Knowledge/Skills:

Knowledge of overall operations of a police department.
Knowledge of criminal investigations, police report writing, and criminal law.
Training and ability to subdue offenders, including use of firearms and handcuffs.
Bondable as required by Texas Education Code §37.081(h) and must provide that bond if selected.
Strong public relations, organizational, communication, and interpersonal skills.
Ability to get along with others, including but not limited to administration, educators, students, parents and the public.

Experience:

Five years of successful full time law enforcement experience as a commissioned peace officer

preferred

Major Responsibilities and Duties:

Enforce applicable Board policy.
Investigate assigned criminal complaints and offenses.
Assist in the protection of students, staff and District property.
Serve as a law enforcement resource to students and District personnel.
Provide a general and consistent adult and law enforcement presence at critical locations on District facilities.
Respond to calls for service during and after regular school hours.
Respond to civil disasters such as hurricanes, tornadoes, fire, etc. (where District personnel are required).
Inform the Chief of Police of all conditions that affect the safety and security of students, staff and property.
Patrol assigned campuses and respond to calls from school principal or designee regarding crisis situations.
Assist staff with after-hour functions upon request, including nights, weekends and holidays as required.
Enforce all felony and misdemeanor laws, of federal, state or local origin.
Not accept or work non-school related off duty law enforcement duties without prior written authorization.
Write effective legal incident reports.
Assist in developing and implementing school safety programs.
Promote crime prevention.
Collect evidence as necessary for supporting criminal investigations including witness statements and physical evidence.
Arrest perpetrators, file appropriate charges, and ensure placement in jail or juvenile detention centers for law violations as necessary.
Perform other duties as assigned.
Work cooperatively with other police agencies to share information consistent with federal and state privacy laws and provide other assistance.
Provide protection to or escort district personnel as needed.
Help provide traffic control at athletic events, school closings or openings, or at any other time.
Compile, maintain, and file all physical and computerized reports, records, and documents required, including affidavits for arrests, searches, incident reports, and activity reports.
Testify in court as needed.

Safety:

Follow department safety procedures including procedures for safe handling and use of firearms.

Supervisory Responsibilities:

None

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: District vehicle, firearm, handcuffs, alarm system, security equipment, two-way radio, fire extinguisher, and standard office equipment including computer and peripherals.

Posture: Prolonged sitting and standing.

Motion: Strenuous walking, running and climbing; frequent keyboarding and use of mouse; frequent driving.

Lifting: Moderate lifting and carrying frequently (10 - 50 pounds), occasionally (50 - 100 pounds).

Environment: Work inside and outside (moderate exposure to sun, heat, cold, and inclement weather), frequent district-wide travel.

Other: Specific hearing and visual requirements. May be subject to adverse and hazardous working conditions, including violent and armed confrontations. Ability to control sudden violent or extreme physical acts of others and exhibit rapid mental and muscular coordination simultaneously; ability to restrain resistant persons; ability to remove resistant persons with violent behavior.

Mental Demands: Maintain emotional control under stress; prolonged hours; on call 24 hours a day.

Additional Job Information: Applying for this posting places your name in a pool of applicants who wish to be considered for this position. All applications will be reviewed. Not all applicants will be interviewed.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required

FMLA regulations require all employers to post the updated FMLA notice.

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