As the University of California's first law school, UC Hastings College of the Law is a WASC-accredited institution that is dedicated to outcomes-based education and assessment and boasts a rich history of achievement in the field of legal education. Established in 1878 and located in San Francisco's Civic Center district, our vibrant institution provides outstanding instruction for nearly 1,200 students from more than 120 universities and colleges across the country. We also provide an innovative, fun and rewarding work environment for our valued employees. As a member of our team, you will enjoy a warm-hearted, deeply committed group of co-workers and a dynamic community of faculty and students.

Public Safety Officers (On Call)
Department of Public Safety

CLASSIFICATION: Class Code 5003 / On Call
Hiring Salary: $24.54/hr
Posting Date: September 7, 2012

THE ROLE
Our vibrant institution is seeking qualified Public Safety Officers (On Call) for a variety of shifts. In this position, you will maintain order, enforce laws, ordinance, rules and regulations and protect students, staff, faculty, visitors and campus property and facilities against accidents, bodily harm, fire, theft, vandalism and illegal entry.

RESPONSIBILITIES
- Patrol designated College property on foot.
- Respond to calls for service and assistance.
- Assume fixed post assignments.
- Monitor and control access to buildings and restricted areas.
- Inspect buildings for security, fire and potential accident and/or hazards and take preventive or corrective action as appropriate.
- Open and close College facilities.
- Monitor alarm systems and respond when necessary.
- Provide escort services by foot and/or vehicle.
- Provide security for large gatherings and College activities.
- Control crowds during assemblies and disturbances, and if necessary, make citizens arrests.
- Administer first aid and CPR.
- Perform dispatch duties.
- Prepare reports.
- Enforce automobile parking regulations.
- Carry a baton, mace/pepper spray and handcuffs -- carrying a firearm is prohibited.
- Perform other related duties and responsibilities as assigned

REQUIREMENTS

EDUCATION AND EXPERIENCE
- HS diploma or equivalent, supplemented by the completion of valid and current POST approved Basic Course Training, Levels III, II and I or the completion of POST approved Basic Police Academy (within last 3 years).
- Related work experience, preferably in an institutional or campus environment.
- Completion of first aid, CPR, baton and tear gas training.
KNOWLEDGE, SKILLS & ABILITIES

- The ability to pass a medical exam.
- Knowledge of local laws and ordinances, including penal, health and safety and fire codes.
- Clean DMV record.
- To be considered for employment, copies of certificates are required to be submitted with application.

THE HIRING PROCESS

To apply, http://hrnetlogin.net/uchastings/app/app.cgi?positionsdesiredtext=Public%20Safety%20Officer%20-%20On%20Call

Please upload copies of your resume, cover letter, POST certificates and DMV printout. Failure to provide complete information as required may immediately disqualify an applicant from employment consideration.

WHAT TO EXPECT

Applicants who meet the position requirements will be competitively evaluated to identify the individuals whose breadth and depth of experience and education most closely relate to the stated requirements and the needs of the College. Failure to pass any component of the following required testing will eliminate candidates from further testing and consideration of employment: Writing Proficiency Examination, Department Interview, Background Investigation, Psychological Evaluation and Medical Examination. Depending on the quality and number of the applications received, only the better qualified applicants may be contacted for an interview. Applications will be kept on file for six months. The position is open until filled.

UC Hastings College of the Law is an Equal Opportunity Employer