DEFINITION

Under the direction of an assigned supervisor, as a sworn peace officer under P.C. Section 830.32(c), provide protection, crime prevention, criminal arrests and police services to persons and property on campus grounds, facilities, parking lots, adjacent areas and off-site locations by patrolling by vehicle or foot; and provide training and direction to non-sworn departmental personnel.

DISTINGUISHING CHARACTERISTICS

The sworn peace officer position differs from the non-sworn parking officers in that incumbents assigned to this classification arrest suspects, conduct field investigations and detentions, conduct complex investigations, process juvenile offenders and may be assigned to provide training and work direction to others as assigned. Assignments will include around-the-clock and weekend shifts.

EXAMPLE OF DUTIES

1. Patrol by vehicle or on foot the campus roads, walkways, parking lots, academic/administrative buildings, P.E. facilities, food service areas and adjacent areas.

2. Provide crime prevention services for life and property; observe and report safety/fire/health hazards and make appropriate recommendations to reduce or eliminate unsafe conditions or the exposure of life and property to criminal acts.

3. Arrest adult and juvenile criminal suspects, conduct field interviews and detentions; prepare detailed reports of crimes and arrests, prepare cases for prosecution and testify in court.

4. Provide parking and traffic enforcement, investigate traffic accidents, respond to alarm calls and impound vehicles when appropriate.

5. Provide money escorts/collections as necessary for District and college offices, events and parking meters.

6. Provide emergency and routine medical assistance/first aid as required.

7. Provide public relation services to faculty, staff, students, visitors and the public as requested and when appropriate, including assistance to motorists.

8. Provide assistance to local law enforcement agencies when appropriate.

9. Provide enforcement, investigation and reports under the Student Code of Conduct.

10. Provide services as required and when appropriate in other related duties and assignments.

11. Perform related duties as assigned.

DESIRABLE QUALIFICATIONS

Knowledge:

Laws of search, seizure and arrest.
Principles and practices of supervision and training.
Law enforcement and security methods.
Traffic laws and vehicle control procedures.
District and campus rules and regulations regarding security, safety and conduct.
Centralized communications system and procedures.
Use, care and safety requirements for firearms.
Basic criminal investigation techniques and procedures.
Rules of evidence.
Record-keeping techniques.
Oral and written communication skills.

Skills and Abilities:

Enforce pertinent laws, rules and regulations with tact, firmness and diplomacy.
Administer basic first aid.
Organize and write clear and concise reports of factual occurrences.
Analyze situations accurately and respond quickly and effectively.
Establish and maintain effective working relationships with others.
Understand and follow oral and written directions.
Train and supervise personnel.
Meet schedules and time lines.
Utilize firearms in a safe manner consistent with District policies.

Training and Experience:

Any combination of training and experience equivalent to: successful completion of Basic P.O.S.T. Academy and two years of law enforcement experience in a public agency or two years of campus law enforcement experience.

License:

Valid California driver's license.

Special Requirements:

1. Possess at time of employment a Basic P.O.S.T. Academy Certificate.

2. Be a citizen of the Unites States or a permanent resident alien who is eligible for and has applied for citizenship.

3. Be fingerprinted for purposes of search of local, state and national fingerprint files to disclose any criminal record.

4. Be of good moral character, as determined by a thorough background investigation.

5. Be a high school graduate or pass the general education development test indicating high school graduation level; provided that this subdivision shall not apply to any public officer or employee who was employed prior to the effective date of the amendment of this section made at the 1971 Regular Session of the Legislature, in any position declared by law prior to the effective date of such amendment to be peace officer positions.

6. Successful completion of a medical examination and psychological testing in order to be found free from any physical, emotional, or mental condition which might adversely affect the exercise of the powers of a peace officer.

7. Possess a basic First Aid and CPR certificate within the probationary period.

WORKING CONDITIONS

Physical Requirements:
Category I, may require considerable physical exertion, stamina and flexibility.

Environment:
May include less desirable extremes; may involve hazardous conditions.