Job Announcement

Job Title: Police Officer - Lateral/Direct Entry

Job ID: 22787

Full/Part Time: Full-Time

Regular/Temporary: Regular

Job Code: 8350 - Police Officer

Department: UPD Field Operations

Compensation

Classification: Police Officer
Salary Range: $4135 - $5699
Hiring Salary will be up to $5080
FLSA Status: Non Exempt

San Jose State University offers employees a comprehensive benefits package. For more information on programs available, please visit http://www.sjsu.edu/hr/benefits/

About the Position

Police Officers for the San Jose State University Police Department are fully sworn State of California peace officers per 830.2(c) PC and are part of the California State University Police system. Officers have full peace officer powers anywhere in California. Officers respond to calls for service on and around the SJSU campus. Through preventive patrol by vehicle, bicycle, motorcycle and foot, officers enforce state laws, city ordinances and university regulations. Police Officers conduct criminal and traffic investigations, make arrests, prepare necessary documents and testify in court. Officers also provide for the safety and security of the campus community.

Responsibilities include, but are not limited to:

Patrol and Enforcement
- Patrol campus buildings and grounds by foot or by vehicle.
- Control crowds during assemblies or disturbances.
- Enforce laws and traffic regulations and apprehend violators, which includes enforcing parking regulations and issuing traffic citations.
- Investigate and prepare reports on accidents, property damage, fires, law violations, and disturbances
- Gather evidence, make arrests and appear in court as required.
- Administer first aid to injured persons.
- Provide general information and assistance to the public.

Specialized/Collateral Assignments
Police Officers may receive training and/or be delegated responsibility for additional work assignments.

The work environment for police officers varies throughout the work shift and includes working outdoors, in an office setting and in a motor vehicle. Work shifts will vary and will include nights/weekends throughout the calendar year. University police officers must meet all the appropriate physical demands as defined by POST.
Education and Experience

- Graduation from an accredited or approved U.S. high school or equivalent
- US citizen or permanent resident alien who is eligible and has applied for citizenship
- Must have a valid California driver's license
- Graduation from a California POST certified Basic Police Academy within the last 3 years or; Possess a valid California POST Basic Certificate or for out-of-state applicants, a copy of the California POST waiver document or; Have been employed by a California law enforcement agency as a police officer/deputy within the last 3 years.
- Minimum passing T-score of 320 on the WSTB physical agility test (http://www.eventbrite.com/1487741807?s=1102042). Score must be dated within one year of applying to this position.

Please note that the San Jose State University Police Department DOES NOT administer the physical agility test. Applicants are required to complete this test and the remaining minimum requirements BEFORE applying for the position of Police Officer. For further information, please visit http://www.theacademy.ca.gov/tests.

The following required attachments are part of the application and must be emailed to Patricia Rodriguez at patricia.rodriguez@sjsu.edu. Please do not attach these documents to your online application.

- POST Basic Certificate or proof of completion of the Police Academy or POST waiver document
- WSTB score

Applicants must also meet the following California Government Code requirements, including pre-employment polygraph, psychological and medical examinations:

- Be of good moral character as determined by a thorough background investigation (Government Code Section 1031(d)).
- Be free of any felony conviction and be free of any misdemeanor crime containing the elements of domestic violence (Government Code Section 1029(a)(1)).
- Be free from any physical, emotional and mental condition which might adversely affect the exercise of the powers of a police officer. (Government Code Section 1031(f)).

License & Certificates

A valid driver's license is required for this position. Out of state candidates selected for the position must obtain a State of California driver's license within 10 days of hire in accordance with the California Department of Motor Vehicles.

Preferred Qualifications

- 60 semester college units or equivalent. Bachelor's degree highly desirable.
- Bilingual in Spanish or Vietnamese
Knowledge, Skills & Abilities

- Working knowledge of current law enforcement methods, techniques and procedures, criminal codes and laws, and investigating techniques and procedures.
- Effective interpersonal skills to resolve a wide variety of sensitive situations.
- Effective oral and written communication skills, including the ability to write clear and comprehensive reports.
- Demonstrated ability to think and act effectively in emergency and sensitive situations.
- Ability to wear a uniform and utility belt.
- Ability to maintain composure in highly stressful and sometimes volatile situations.
- Ability to perform in a detail-oriented environment.
- Ability to maintain confidentiality and appropriately handle sensitive communication with employees and external agencies.
- Ability to quickly learn and apply a variety of state, federal, CSU, and SJSU policies and procedures.
- Must possess excellent customer service and public relations skills.

Posting Date

11/26/13

First Screening Date

01/02/14
This position is open until filled. However, applications received after the first screening date will be considered at the discretion of the university.

Required Application Material:

Resume
Letter of Interest
Complete SJSU Online Employment Application

Please send the following items directly to Patricia.Rodriguez@sjiss.edu:
POST Basic Certificate or proof of completion of the Police Academy or POST waiver document
WSTB Score

Note To Applicant

SJSU IS NOT A SPONSORING AGENCY FOR STAFF OR MANAGEMENT POSITIONS. (i.e. H1-B VISAS)

All San José State University employees are considered mandated reporters under the California Child Abuse and Neglect Reporting Act and are required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.
Equal Employment Statement

SJSU is an Equal Opportunity/Affirmative Action employer committed to nondiscrimination on the basis of race, color, religion, national origin, sex, sexual orientation, gender status, marital status, pregnancy, age, disability, or covered veteran's status consistent with applicable federal and state laws.

It is the policy of SJSU to provide reasonable accommodations for qualified persons who self disclose.

Annual Safety Report

Contact Information

One Washington Square  San Jose, CA 95192-0046
Phone: 408-924-2250

Human Resources

Vision 2017 Goals

SPARTAN PRIDE: Develop vibrant, safe and welcoming communities that create a sense of belonging and instill Spartan pride.

UNBOUNDED LEARNING: Enhance student success through continuous learning innovations.

HELPING AND CARING: Create a culture of helping.

AGILITY THROUGH TECHNOLOGY: Improve organizational responsiveness through an advanced technology infrastructure and by elimination of procedural obstacles.

21st CENTURY SPACES: Provide gathering spaces and up-to-date facilities.