Title: Security Officer 3

Pay Scale Group: 26D

Essential Function

Under general supervision from university law enforcement officer or supervisor, check and report on safety and security conditions of grounds and/or buildings, secure buildings and/or equipment and/or investigate crimes, complaints or accidents, plus may perform any of the following as assigned: assist in apprehensions or detain violators or clients; assist law enforcement officers and firefighters during emergencies and/or enforce motor vehicle regulations.

Characteristic Duties

1. Perform duties of Security Officer 2.
2. Conduct community relations programs.
4. Conduct security surveys of property.
5. Conduct accident prevention studies.
6. May be assigned to special assignments (lead security officer at branch campuses).
7. Perform related duties based on departmental need.

Unusual Working Conditions

- Security hazards. Rotating shifts and off days (must be able to work any shift). Work holidays. Overtime may be mandatory. Ability to climb stairs and to run after suspects. Must maintain agility and physical fitness. May work in inclement weather.

Minimum Qualifications

- High school diploma/GED equivalency. Must meet all requirements of Security Officer 2; or at least one year experience as a Security Officer. One hundred (100) classroom hours of Special/Advanced Security training (college courses and seminars). Private Security/Police Training Certification preferred.

Last updated: September 2004