

Office of Human Resources
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Applications are accepted online at www.csun.edu/careers

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VACANCY ANNOUNCEMENT

POSITION: POLICE OFFICER - LATERAL/ACADEMY GRAD/ENTRY-LEVEL (6776)

AREA: DEPARTMENT OF POLICE SERVICES www.csun.edu/police

GENERAL INFORMATION: Full-time, rotating shifts, including holidays, nights, and weekends.

EFFECTIVE DATE OF APPOINTMENT: ASAP

ABOUT THE DEPARTMENT: The Department of Police Services is a full-service, accredited law enforcement agency that provides police and emergency services to the university community and is open 24 hours a day/ seven days a week. University police officers are sworn law enforcement officers whose police authority on state university property extends throughout the state, including con-current jurisdiction with the Los Angeles Police Department on the adjacent streets and community. They are vested with the same peace officer powers of arrest and responsibilities as other police officers within the State of California. Officers meet training requirements mandated by the California Commission on Peace Officer Standards and Training as well as training designed to meet the needs of the university community.

MAJOR DUTIES: *Cadet:* Under general supervision, the Cadet attends the prescribed training sessions (academy) to learn the principles, practices, and theory of criminal and civil law enforcement and codified and case law; and receives training in report writing, physical fitness techniques, firearms use and maintenance, and arrest and control techniques.

Police Officer: Under general supervision, performs primary responsibilities including protecting students, faculty, staff, campus visitors, property and facilities from accidents, bodily harm, fire, theft, vandalism and illegal entry; enforcing laws and traffic regulations; apprehending violators; providing general information and assistance to the public; and assisting in investigations. Patrols campus buildings and grounds by foot, bicycle, motorcycle, and vehicle; controls crowds during assemblies or disturbances; guards property; investigates and prepares reports on accidents, property damage, fires, law violations, thefts and disturbances of the peace; and gathers evidence, makes arrests, and appears in court as required. Provides a wide range of activities including emergency response, community policing, traffic control and enforcement (including enforcing parking regulations), providing crime prevention services and education, administering first aid to injured persons, and providing other policing tasks as required; performs other duties as assigned. The department has special assignments available in a wide range of areas.

QUALIFICATIONS: *Cadet:* High school diploma or equivalent and eligibility to attend a certified Peace Officer Standards and Training (P.O.S.T.) basic training academy. *Officer:* Must satisfactorily meet the current employment standards of the Commission on Police Officer Standards and Training (P.O.S.T.) Cadet and Officer applicants: Must meet CSUN Minimum Standards of Employment and Training which includes possession of a valid California driver's license; must be free of any felony convictions; have good moral character; be a high school graduate or equivalent; meet pre-employment requirements including the P.O.S.T. Entry Level Law Enforcement Test Battery, physical agility test, successful completion of a comprehensive P.O.S.T. background investigation, physical exam with drug testing, and psychological exam. Successful completion of P.O.S.T. certified training program, including obtaining a Basic Course Certificate required.

KNOWLEDGE, SKILLS & ABILITIES: *Cadet:* Qualify for and satisfactorily meet the ongoing standards of the basic P.O.S.T. academy training. Possess mental capacity, physical agility, and learning potential to perform all aspects of P.O.S.T. training and police work. Establish and maintain effective working relationships with others. Possess valid California driver's license at time of appointment. *Officer:* Working knowledge of current law enforcement methods and procedures and current criminal codes and laws. Ability and specialized skills to: assess a law enforcement or other hazardous situation and determine an appropriate course of action; communicate effectively, both orally and in writing; prepare clear and concise procedural reports; quickly learn and apply campus rules and regulations to work performed; and establish and maintain cooperative working relationships with the campus community, general public, and state and local public safety agencies.

PAY & BENEFITS: The university offers an excellent benefits package. The salary for Cadet is \$3,576 per month; salary range for the Police Officer classification ranges from \$64,440 - \$73,944 per year, depending on experience and qualifications.

APPLY ONLINE HERE: www.csun.edu/careers Please upload your police academy certificate, if applicable. For an explanation of the hiring process, please visit <https://www.csun.edu/police/sworn-positions>.

EQUAL EMPLOYMENT OPPORTUNITY: California State University, Northridge is an Affirmative Action/Equal Opportunity Employer. We consider applicants for employment without regard to race, color, religion, national origin, age, gender, gender identity/expression, sexual orientation, genetic information, medical condition, marital status, veteran status, or disability. Reasonable accommodations will be provided for applicants with disabilities who self-disclose by contacting Recruitment Services.