

Campus Police Officer (Sworn)

Posting Date: October 1, 2009

Location: May be assigned to any GTCC campus as need dictates

Appointment Period: Contracts for regular positions are renewable each June 30th after successful completion of probationary period

Contact Information: Human Resources

Summary: The Campus Police Officer is a full-time regular position who is a certified police officer with the power of arrest. The officer will respond to students, faculty/staff and citizen calls for service on an assigned GTCC campus, enforce criminal and traffic laws and local ordinances and college rules, regulations and directives. Essential duties and functions include:

- Coordinate all law enforcement, security and safety matters with the GTCC Chief of Campus Police.
- Plan workday so all assignments can be completed in a timely and professional manner.
- Handle special events that are a part of the daily activity at the college and plan accordingly to accommodate these activities.
- Patrol an assigned campus within the GTCC system.
- Respond to calls for service, which may necessitate taking some form of action up to and including arrests for violations of the law. Respond to both burglar and fire alarms on the campus. Inspect fire alarms, extinguishers systems and other related items.
- Unlock and secure buildings on a regular schedule and as needed to accomplish the business of the college.
- Conduct preliminary investigations on incidents and report accordingly.
- Assist with the support and implementation of all policies, procedures and authorized activities of the college.
- Work with school and community policing programs in an effort to solve problems that generate crime.
- Take individual offenders into custody for on-site offenses or on court issued orders.
- Respond to medical emergencies. Investigate security and safety hazards on campus.
- Complete all reports taken in connection with incidents, traffic, safety and security issues, alarms, etc. in a timely manner. Process evidence, confiscated and found property.
- Testify in court.

Qualifications: High school diploma/GED required. Successful completion of an accredited Basic Law Enforcement Training (BLET) Program and ready to be certified by the North Carolina Criminal Justice Education and Training Standards Commission as a police officer required. Must possess or be able to obtain prior to employment a valid North Carolina driver license. Minimum age requirement is 21 years of age. Must have successfully completed the GTCC Campus Police Field Training Program. Knowledge of federal, state and local laws and ordinances, court procedures, community policing concepts and ability to be certified in basic first aid and CPR required.

Application Deadline: Open until filled.

How to Apply: A GTCC application must be submitted in order to be considered. Resumes will not be accepted in lieu of completing an application form. When applying for a position that requires a degree, copies of unofficial transcripts must be attached to a completed application.

ALL EMPLOYEES PAID BY DIRECT DEPOSIT ONLY!

As an Equal Opportunity Employer, GTCC is strongly committed to diversity & welcomes applications from all qualified candidates, particularly minorities and faculty under-represented in higher education. EOE

POSITION VACANCY

HUMAN RESOURCES
DEPARTMENT
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“Guilford Technical Community College is a Learning Centered College. Learning Centered Colleges focus their decisions, processes, and resources toward enhancing student learning first. Please join our team at GTCC as we transform our future.”