

CAMPUS SAFETY CADET



DEPARTMENT

Campus Safety – 5500

QUALIFICATIONS

- Ability to operate a computer, with demonstrated skills with Outlook, Word, and Excel programs.
- Valid drivers' license and a reliable form of transportation.
- Certification in specialized security training, such as DPSST (must obtain within the first 90 days of employment with WPU).
- CPR/AED Certification or obtain within 90 days of employment.
- Excellent interpersonal and communication skills are necessary, with the ability to actively communicate with various constituents, including, faculty, staff, administration, and the general public.
- Ability to successfully pass a background investigation, employment physical and driving records investigation.
- Demonstrated ability to efficiently and effectively solve problems and initiate and implement projects independently.
- Ability to multi-task with accuracy and meet deadlines in a fast-paced environment.
- Experience working with diverse populations.

Preferred Qualifications:

- Experience in public safety and security environment.
- Experience working in a campus higher education environment.

DUTIES

- Entry level uniformed position
- Patrols parking lots & other areas on campus.
- Enforces campus parking regulations.
- Provides motorist assistance.
- Unlocks & lockups for authorized personnel.
- Provides escorts throughout campus.
- Expected to complete written reports as assigned.
- Students must be taking at least 8 credits per semester.
- Position requires shift work & working holidays.
- Issue citations and warnings to violators.
- Adhere to University policies and procedures.
- Demonstrate a commitment to a Christian liberal arts education by upholding the mission of the University and abiding by the Employment Standards and Lifestyle Agreement.
- Perform other duties as assigned.
- Position performs functions indoors and outdoors in various weather conditions. Campus Safety uniform is required.

COMPENSATION

Begins at minimum wage

HOURS

Variable hours 24 hours a day, 7 days a week; guaranteed one shift a week with lots of flex hours available evenings/weekends.

CONTACT

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