

## POLICE OFFICER

### FUNCTION OF JOB

Perform all duties normally associated with employment as a licensed police officer; including, preventive patrol, arrest, search & seizure, traffic enforcement, crash investigation, public safety and service, investigation of criminal incidents, and maintaining public order on the university campus and surrounding area.

Work involves patrolling in patrol cars, bicycles and on foot, day and night, of all campus areas and surrounding jurisdiction. An employee in this position must exercise good judgment and discretion in dealing with violators of laws and University regulations and be willing to work special assignments and be on call in time of emergency or special events, etc. Incumbents may also be assigned to specialized functions such as criminal investigation, canine unit, critical incident response team (CIRT), traffic enforcement, narcotics, task force participation, administration, or other specialized duties.

Employees in this class are regularly presented with opportunities to participate in university events and provide police and security services at a variety of special events; including, athletic events, dances, parties, concerts, seminars, speaking engagements, student activities, etc.

### EXAMPLES OF WORK

(These examples are intended only to illustrate the various types of work performed in this position.)

- Conducts regular patrols inside and outside of buildings and around the campus grounds to watch for criminal activity, unsecured buildings, fires, and any other unusual conditions or irregularities.
- Investigates reports of criminal behavior and university regulations.
- Arrests violators and files appropriate charges where and when such action is appropriate.
- Issues citations and/or impounds cars for parking and traffic violations.
- Conducts traffic accident investigations.
- Prepares written and oral reports on completed investigative activities and calls.
- Testifies in criminal/civil court, administrative hearings and other required venues.
- Enforces traffic laws and directs traffic upon area public streets.
- Protects lives and property.
- Performs other duties as directed by the Chief of Police or police supervisory personnel.
- Observes safety and security measures appropriate to work performed and work supervised.

### MINIMUM QUALIFICATIONS

- Meet all Minimum Qualifications listed for BI 4702, Police Officer Recruit.
- Licensed in Texas as a Basic Police Officer or above with a minimum of two years of post-academy police experience; or licensed as a police officer in another state or federal jurisdiction, qualify for licensure as a Basic Police Officer or above under the rules and regulations of the Texas Commission on Law Enforcement Officers Standards and Education (TCLEOSE), and have two or more years of post-academy police experience.
- Lateral entry incumbents must be either currently employed as a police officer in Texas or other state or federal jurisdiction acceptable to the university or have less than a twelve (12) month break in service.

### PREFERRED QUALIFICATIONS

- Bachelor's Degree in business, criminal justice, sociology, computer science or related field.
- Bilingual English/Spanish

### POSITIONS IN THIS CLASS WILL BE SUBJECT TO A SECURITY CHECK!