

## Los Rios Community College District

**Police Officer (Salary Increased - July 1, 2017) (Extended)**

**Job Posting Number: C00034P**

**Salary: \$4,826.50 per month (effective July 1, 2017)**

**Closing Date: June 29, 2018**

**Complete job description and application available online at: <http://jobs.losrios.edu/postings/2195>**

### Position Summary

Under the direction of the Chief of Police or designee and subject to District regulations and Los Rios Police Department (LRPD) General Orders, provide police services at District locations, protecting life and property using a community-based policing approach that fosters positive public relations; investigating crimes; enforcing federal, state and municipal laws, and District policies and regulations. (For a detailed job description for this Service Employees International Union (Blue Collar) posting Job Descriptions click [here](#))

### Assignment Responsibilities

#### Patrol:

- Typically assigned to one of the four Los Rios District colleges, patrol District property, both on foot and by vehicle.
- Responds to reports of disturbances.
- Secures scenes for public safety and additional emergency response.
- Detains suspects.
- Secure/unlock District facilities in absence of custodial staff.
- Investigates fire/intrusion alarm calls and reset alarms.
- Enforces District policies and regulations, and federal, state and municipal laws pertaining to parking, moving violations and criminal activity.
- Investigates crime.
- Follows rules of evidence.
- Counsels, issue citations, and makes arrests on District property.
- Provides traffic control.
- Provides services for gatherings, assemblies or other District activities.
- Meets with owners of cited vehicles to discuss citations.
- Posts vehicle abandonment notices and contact vendor for tow away.
- Appears in court.
- Conducts regular safety surveys.
- Reports facility/grounds issues to the dispatch center.
- Maintain and performs minor repairs to daily parking meters.
- Secures District property.

#### Public Safety:

- Maintains public safety on District property.
- Transports and processes individuals at appropriate detention facility.
- Serve and enforces court orders and suspension notices.
- Advises public on use of facilities and direct unauthorized groups/individuals to depart District property.
- Renders emergency first aid and CPR.
- Refers student code of conduct and equity violations to appropriate officials and attend hearings.
- Works with outside agencies as needed.
- Responds to accidents and illnesses on District property.
- Transports ill or injured students or staff to appropriate location.
- Assists with collection and transport of revenues.
- Provides safety escorts.
- Performs vehicle jump starts and unlocks.
- Responds to calls on elevator problems.
- Receives, take and hold for safe-keeping all recovered, found or abandoned property.
- Delivers recovered property to Lost and Found.
- Promotes public relations.
- Serves as members of committees, teams and projects.
- Conducts presentations.

#### Reports:

- Prepares a variety of reports, documents and correspondence.
- Documents statements from relevant parties.
- Documents accident and incident scenes through use of appropriate audio/visual equipment.

Other:

- May oversee temporary employees and volunteers.
- Performs related work as required.

**Minimum Qualifications**

EXPERIENCE: Must be 21 years old.

EDUCATION/SPECIAL REQUIREMENTS

Possess and maintain all the requirements of the position, including but not limited to, the following: The requirements of applicable Government Code Sections, including but not limited to, sections 1029, 1030, 1031. Successful completion of a basic academy, or equivalent, certified by the commission on Peace Officer Standards and Training (POST), license to carry firearms, and meet all POST Peace Officer Selection Requirements by the date of hire. Must be 21 years old. Possess and maintain a valid California Driver's License in compliance with Los Rios Board Regulation R-8343. This position may require operating a District or personal vehicle in order to complete assigned work within the scope of the position duties. Possess and maintain a valid first aid certificate issued by an authorized agency, and a valid cardiopulmonary resuscitation certificate within 30 days of a conditional offer of employment.

Successfully complete a campus law enforcement course within two years of employment.

Have sensitivity to and understanding of the diverse academic socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, including those with physical or learning disabilities as it relates to differences in learning styles.

**The Los Rios Community College District is an equal opportunity employer, and does not discriminate regardless of race, color, sex, religion, age, sexual orientation, national origin, ancestry, disability, medical condition, political affiliation or belief, or marital status.**