

# Lincoln University Job Description

<b>Job title:</b>	<i>Campus Police Officer</i>
<b>Department:</b>	<i>Public Safety</i>
<b>Reports to:</b>	<i>Director/Captains of Public Safety</i>

## **Job Summary:**

The Lincoln University Department of Public Safety in southern Chester County, PA is currently seeking applicants for positions as police officers. The position is responsible for providing police services for the Lincoln University community and for protecting Lincoln University property. Lincoln University offers a competitive salary plus a complete benefits package, including medical, dental and tuition remission. Lincoln University offers a degree program in Criminal Justice for officers wishing to continue their education. The Department is MPOETC certified.

This position requires a high school diploma or GED with either one year of police experience or any equivalent experience or training. Applicants must have successfully completed Act 120 training or its equivalent. Applicants must successfully pass the MPOETC certification examination, a physical examination, psychological test, criminal history check, firearms qualification and background investigation.

As part of an assigned team, Campus Police Officers provide safety, security and law enforcement services to the University community. The individual is responsible for providing a wide range of services, including both traditional and non-traditional police services. Successful candidates will enforce University policies and procedures, local ordinances and state laws. The individual is a first responder to incidents, accidents, and other emergency situations and is responsible for conducting initial and follow-up investigations into significant and criminal incidents. Campus Police Officers are required to participate in crime prevention and community oriented public safety programming. Candidates must project a positive image and the ability to work in a diverse population.

## **Physical Demands:**

Moderate lifting up to 20 pounds as frequently as needed to move objects; dexterity to write and manipulate computer keyboard and mouse; ability to hear and speak clearly; and body mobility to stoop, kneel, and bend and reach.

## **Working conditions:**

Work is primarily performed in a university campus environment and requires a flexible schedule including evening and weekend work. Travel for administrative work is expected. The employee is subject to inside environmental conditions: protection from weather conditions but not necessarily from temperature changes.