<table>
<thead>
<tr>
<th><strong>Position Title:</strong></th>
<th>Police Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Job Bulletin Number:</strong></td>
<td>103281</td>
</tr>
<tr>
<td><strong>Classification:</strong></td>
<td>Police Officer</td>
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<tr>
<td><strong>Department:</strong></td>
<td>Police Department</td>
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<tr>
<td><strong>Full/Part-time:</strong></td>
<td>Full-time</td>
</tr>
<tr>
<td><strong>Employment Type:</strong></td>
<td>Probationary/Permanent</td>
</tr>
<tr>
<td><strong>Bargaining Unit:</strong></td>
<td>8, SUPA</td>
</tr>
<tr>
<td><strong>Pay Plan:</strong></td>
<td>12 month</td>
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<tr>
<td><strong>Salary Range:</strong></td>
<td>$4,963 - $6,097 per month. Salary commensurate with education and experience.</td>
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<td><strong>Benefits:</strong></td>
<td>Premium benefit package includes outstanding health, dental and vision plans; life and disability insurances; pension (CalPERS); tuition fee waiver; and 14 paid holidays per year. See our <a href="http://www.csum.edu/web/hr/careers">benefits website</a> for additional information.</td>
</tr>
<tr>
<td><strong>Pre-Employment Conditions:</strong></td>
<td>Background including fingerprinting and DMV records check</td>
</tr>
<tr>
<td><strong>Closing Date:</strong></td>
<td>Open until filled. A review of applications will begin Monday, June 7th, 2021 and the review period may end at any time thereafter.</td>
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**POSITION SUMMARY:**
Under the general supervision of the Sergeant, the Police Officer independently performs a variety of general law enforcement and patrol duties. Additionally, the Police Officer actively participates in the Community Oriented Policing Strategies employed at the California State University Maritime Academy.

**HOW TO APPLY:** Interested parties should submit the Cal Maritime Employment Application, a cover letter and resume. Apply on-line at [http://www.csum.edu/web/hr/careers](http://www.csum.edu/web/hr/careers).
ABOUT THE CALIFORNIA STATE UNIVERSITY MARITIME ACADEMY:
Established in 1929, California State University Maritime Academy, a campus of the California State University, is the only degree-granting maritime academy on the West Coast. Located on a scenic waterfront site in Vallejo, the campus serves a student population of approximately 1100 undergraduates and 50 graduate students. The campus currently offers undergraduate degrees in Mechanical Engineering, Facilities Engineering Technology, Marine Engineering Technology, Marine Transportation, Global and Maritime Studies, and Business Administration. A master’s degree in Transportation and Engineering Management is offered as well as a number of extended learning programs and courses.

MAJOR RESPONSIBILITIES:

General Law Enforcement
- Protect students, faculty, staff, campus visitors, property, and facilities from accidents, bodily harm, fire, theft, vandalism, and illegal entry.
- Enforce laws, traffic, and parking regulations. Issue citations for violations within department jurisdictions.
- Apprehend violators, make arrests, and appear in court as required.
- Provide general information and assistance to the public.
- Assist in investigations, administrative assignments, projects, and other duties as assigned.

Patrol Operations
- Proactively patrol residence halls, campus buildings, and other facilities and grounds by foot, vehicle, or bicycle. Emphasize community-policing activities such as introducing oneself to others, casual conversation, joining in social events or games, inquiring about safety needs, and offering police assistance. Establish positive relationships with students, furthering their success.
- Maintain crowd control during assemblies, sporting events, emergencies, and disturbances.
- Guard property, including vessel screening & facility security as needed for compliance with maritime security regulations (33 CFR parts 104 and 105).
- Guard and transport cash funds.
- Investigate, gather evidence, and prepare reports on accidents, property damage, fires, law violations, thefts, and disturbances of the peace.
- Respond to campus disasters, including but not limited to: fire, earthquake, active shooter, and potentially violent civil unrest, taking a leadership role as appropriate, and ensuring that appropriate resources are effectively applied to minimize loss of life, injury, property damage, and risk/liability. Carry out follow-up investigation and documentation and make notifications as appropriate.
- Administer first aid to injured persons.
- Direct traffic and enforce traffic infractions.
- Enforce parking regulations.
- Effectively use a two-way radio.
- Perform other related duties as assigned.

Community-Oriented Policing
- Interact with the community, establishing a sense of personal safety and promoting the public trust throughout the community. Patrols may include a mixture of vehicular, bike, foot, or stationary assignments. Integrate professional knowledge and duties with the culture of the academic environment to accomplish department goals and objectives.
- Facilitate programs, meetings, and other community activities or projects in support of department’s mission and safety awareness for the campus community.
- Promote a positive work environment. Be creative and innovative in suggesting crime prevention and other educational presentations and participate in community events that encourage the same.

Training
- Participate in training which includes classroom and on-the-job instruction. Employees must demonstrate proficiency in the use of firearms and participate in defensive tactics and physical fitness training. Minimum firearms qualification scores must be attained as a condition of continued employment. Must meet all training requirements established by the Commission on Peace Officer Standards and Training, and Department Policy.
Advanced Training

- Maintain proficiency in professional training and/or be delegated responsibility for additional work assignments that include: range master, field training officer, defensive tactics instructor, motorcycle patrol, bicycle patrol, crime prevention officer, and Critical Response Unit (CRU) member.

REQUIRED QUALIFICATIONS:

- High School diploma or equivalent.
- Graduation from a Peace Officer Standards and Training (P.O.S.T.) academy, including obtaining a Basic Course Certificate.
- Valid California Driver’s License.
- Working knowledge of current criminal codes and laws.
- Working knowledge of investigation techniques and procedures.
- Ability to quickly learn and apply campus rules and regulations related to work performed.
- Ability to proactively identify, observe and investigate potentially hazardous conditions or activities.
- Ability to exercise tact, courtesy, alertness, and good judgment in making decisions according to laws, regulations, policies, and supervisory expectations and in responding others.
- Ability to operate in an environment that requires discretion and confidentiality.
- Demonstrate ability to think and act decisively and effectively in emergency and sensitive situations.
- Demonstrate a willingness to confront problems.
- Ability to take initiative in developing and improving skills; demonstrate dependability, integrity, good observations skills, and professional bearing; be able to enjoy working with people; and possess credibility as a witness in a court of law.
- Ability to communicate effectively with diverse student, faculty, staff, and community populations.
- Ability to work effectively both independently and as part of a team within the department, with a diverse campus community, and with members/agencies outside the CMA community.
- Ability to read, write, and orally communicate in a clear and concise manner.
- Ability to understand and carry out oral and written instructions.
- Ability to prepare concise and accurate reports.
- Possess intermediate computer proficiency with diverse programs, including Microsoft Office Suite, Internet, and email software.
- Ability to learn office technology systems

PREFERRED QUALIFICATIONS:

- Prior law enforcement agency experience.
- Law enforcement experience in a college or university setting.
- Associates degree or higher.

SPECIAL CONDITIONS: Successful completion of a physical agility test, oral interview, written examination, comprehensive background investigation, physical examination, psychological examination, and drug screening required. Must be able to obtain/maintain a Transportation Worker Identification Credential (TWIC) card for work aboard our Training Ship.

PHYSICAL, MENTAL and ENVIRONMENTAL CONDITIONS:

- Up to 40% of the activities involve sitting, standing, squatting, kneeling or walking; involves lifting heavy weight objects limited to 50 pounds; may involve pushing and pulling objects within the weight limits.
- Is exposed to excessive noise
- Is around moving machinery
- Is exposed to dust, fumes, gases, radiation, microwave (circle)
• Drives motorized equipment

**HOURS of WORK/TRAVEL:** Overtime, travel, travel outside of business hours, and shift work may be required.

**BACKGROUND CHECK:** Satisfactory completion of a background check (including a criminal records check and fingerprinting and DMV records check) is required for employment. CSU will make a conditional offer of employment, which may be rescinded if the background check reveals disqualifying information, and/or it is discovered that the candidate knowingly withheld or falsified information. Failure to satisfactorily complete the background check may affect the continued employment of a current CSU employee who was conditionally offered the position.

**MANDATED REPORTER:** The person holding this position is considered a ‘mandated reporter’ under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 revised July 21, 2017 as a condition of employment.

**ELIGIBILITY TO WORK:** Applicants must provide proof of U.S. citizenship or authorization to work in the United States within three days of the date of hire.

**TITLE IX:** Please view the Notice of Non-Discrimination on the Basis of Gender or Sex and Contact Information for Title IX Coordinator at: [https://www2.calstate.edu/titleix](https://www2.calstate.edu/titleix)

**EEO STATEMENT:** Cal Maritime is an Equal Opportunity, Affirmative Action Employer. The university subscribes to all state and federal regulations and prohibits discrimination based on race, color, religion, national origin, sex, gender identity/gender expression, sexual orientation, marital status, pregnancy, age, disability, genetic information, medical condition, covered veteran status, or any other protected status. Reasonable Accommodations will be provided to applicants with qualifying disabilities who self-disclose by contacting the Benefits Coordinator at (707) 654-1146.