

POSITION ANNOUNCEMENT

POSITION: Certified Police Officer
POSITION CODE: **BCAT:** 820X00
DEPARTMENT: Police Department
SALARY RANGE: \$30,000 Annually
APPLICATION DEADLINE: April 8, 2009 or until the position is filled

QUALIFICATIONS:

Graduation from an accredited high school or GED equivalent required; must possess a valid Georgia driver's license, good driving record, no felony convictions; must be certified by the Georgia Peace Officers' Standards and Training Council (GA Law 92A-2100 amended); must be able to communicate effectively (orally and in writing) and prepare comprehensive records and reports.

ILLUSTRATIVE EXAMPLES OF WORK:

- Patrols the campus on foot, golf cart, and bicycle or in a patrol car to preserve law and order
- Answers calls and complaints involving active shooter, fire, traffic or other accidents, robberies and other misdemeanors and felonies and requires necessary police action
- Conducts investigations of criminal activities, consisting of collection and identification of evidence, questioning principals and witnesses, case preparation and testifying in court
- Investigates traffic accidents and performs related traffic control functions; uses radar traffic enforcement
- Performs dispatcher duties
- Works football, basketball and other athletic activities on campus
- Travels out of town with football team for security
- Receives, dispatches and processes calls and messages to and from police vehicles and personnel and response quickly, efficiently and accurately
- Recovers stolen property
- Provides various types of public service and assistance to students, faculty, staff and visitors
- Provides money escorts
- Performs other duties as required.

BENEFITS:

Albany State University employees receive all benefits provided by the University System of Georgia, including hospital and major medical insurance, group life insurance and participation in the Georgia Teacher's Retirement System, Optional Retirement Plan, Social Security and Tuition Remission after six months. We also offer a variety of police in-service training courses that POST requires as well as clothing allowance.

APPLICATION REQUIREMENTS:

Current federal law requires identification and eligibility verification prior to employment. Only U.S. citizens and aliens authorized to work in the United States may be employed. Interested candidates should submit an application and resume to:

**Human Resources Management
Albany State University
504 College Drive
Albany, Georgia 31705**

NOTE: APPLICANTS FOR THIS POSITION ARE SUBJECT TO A PRE-EMPLOYMENT DRUG SCREENING TEST.

DD: 3/25/09