# NOTICE OF JOB VACANCY

January 5, 2016

**POSITION:** CAMPUS POLICE OFFICER (CAMPUS POLICE)  
(Class Code JC10\Law Enforcement Officer I)

**BAND:** Band 04\Level 01

**STARTING SALARY:** $26,139 minimum per year; qualifications and funding will determine actual salary

**VACANCY:** #201635

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**Minimum Training & Experience:**
A high school diploma is required. Must be at least 21 years of age. Certification as a Law Enforcement Officer by the South Carolina Criminal Justice Academy or willingness to obtain, and a valid driver’s license also is required. Previous related law enforcement experience highly desired. The equivalent combination of training and experience may be considered.

**Knowledge, Skills & Abilities:**
Working knowledge of the Rock Hill City Code, the laws of the State of South Carolina and the rules and regulations of Winthrop University pertaining to campus security, including civil rights laws. Ability to investigate accidents, disturbances and violations. Ability to deal tactfully and effectively with students, faculty, staff and the general public. Ability to pass the state physical examination. Effective interpersonal and communication skills.

**Specific Duties:**
Reporting to the Campus Police Sergeant, performs as Campus Police Officer to enforce the laws and regulations of the city, state and Winthrop University on University, adjacent, and other appropriate properties. Patrols in Campus Police vehicles, using mobile units and walkie talkies, ensuring that the laws of the state of South Carolina and the rules and regulations of Winthrop University are enforced; checks facility security, investigates disturbances and makes arrests as required. Must requalify with firearm and successfully complete defensive driving requirements as required by department. Issues citations for both parking and moving violations. Performs security checks of building by checking doors, walking buildings and reporting discrepancies to Campus Police. Conducts investigations of complaints filed throughout the university community, using the correct investigative techniques and reporting findings to supervisors; completes and submits reports as required. Monitors parking areas and crosswalks and reports any maintenance needs. Controls traffic for fire drills and other emergencies. Performs other related duties as required.

To apply, access [www.jobs.sc.gov](http://www.jobs.sc.gov) to submit an on-line application no later than January 19, 2016

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