

Posted: November 24, 2021



REVISED 11/24/21
POSITION ANNOUNCEMENT

TITLE: POLICE OFFICER (2)

DEPT: CAMPUS POLICE

REG

TEMP

FULL TIME

PART TIME

STARTING RATE or SALARY RANGE \$16.00 (Uncertified)/\$18.00 (Certified)

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.

INTERNAL POSTING THROUGH: Concurrent* CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

JOB DUTIES:

This is a critical and essential position on campus. Fundamental purpose is to protect the student, staff, faculty and their property. Responds appropriately to emergencies, enforces state and local laws, as well as NM Tech policy on a coed campus. Patrol campus to ensure the safety of Tech-campus, community and compliance with state law and school policy. Secure building and field lab sites. Participate in departmental training, activities, and etc. Perform other duties as assigned.

REQUIRED QUALIFICATIONS:

Must be able to read and comprehend instructions, write information and complete simple forms. High school (or GED) level ability in spelling, grammar, basic composition and math required. Must be 18 years old. Must be able to read, understand, interpret laws, ordinances and other operating procedures. Physical strength to chase and subdue fleeing persons required. Make a split second decisions in stressful, hostile, or irrational situations that could affect the safety of everyone involved. Must be able to deal effectively with the public using sound judgement and diplomacy required. Applicant must remain calm in an emergency situation required. Must maintain strict confidentiality required. Department will conduct extensive criminal checks on all applicants. Must keep current with the required 40 hour bi-annual training of continued education by the New Mexico Police Academy. Must communicate orally and in writing. Must have a valid New Mexico Driver's License. Must possess Police Academy Certification and be in good standing required. Must obtain a defense driving certificate required. A two-year employment contract required.

Apply to: New Mexico Tech, Human Resources 801 Leroy Pl. Brown Hall, Box 210, Socorro, NM 87801-4796