

PUBLIC SAFETY OFFICER

DEFINITION

A Public Safety Officer is a school peace officer and a member of the Public Safety Department, which serves as the District's Police Department. Public Safety Officers under general supervision patrol high school campuses, special function locations, and other District facilities and adjacent areas to deter and detect improper behavior and protect property; control traffic and parking; make arrests; conduct search and seizure; perform preliminary investigations; advise students, parents and staff; prepare records and reports; supervise aides; administer first aid and CPR.

LICENSE REQUIRED

Possession of a valid and appropriate California driver's license.

Powers of arrest, search and seizure P.C. 832.4 (POST Basic Certificate)

832.3 (h) (peace officer powers granted to school officers) within two years of appointment per Penal Code.

Possession of a valid Red Cross Standard First Aid certificate.

Possession of a valid Red Cross Cardiopulmonary Resuscitation certificate.

EXAMPLES OF DUTIES

Patrols on foot, in marked or unmarked vehicle, in or out of uniform. *E*

Responds to alarm and dispatch calls to high school campus, location of special functions and adjacent areas to prevent/discourage criminal activity and/or school policy violation. *E*

Looks for safety hazards and evidence of vandalism, theft or burglary. *E*

Checks, adjusts, and repairs protection systems to determine if functional. *E*

Plans, organizes, and provides security for special events on or off campus. *E*

Extinguishes fires and removes safety hazards. *E*

Directs traffic flow; issues traffic/parking citations for violations of vehicle, municipal, health, safety, business, professional, and penal codes; issues parking permits; assures parking control signs/markings meet code. *E*

Determines if probable cause exists for search, seizure, and arrest; conducts search within limits of law; seizes contraband and preserves per evidence procedure. *E*

Calls tow trucks for vehicle impounds. *E*

EXAMPLES OF DUTIES (cont.)

Advises suspects of arrest and of rights; cites, releases or takes into custody; handcuffs and transports suspects to local city jail facilities; notifies parent or guardian; testifies in court. *E*

Identifies and interviews witnesses, suspects, reporting parties, victims, property, vehicles, and weapons. *E*

Determines if crime has been committed and types of violations; estimates value of damage and observes suspicious persons; collects and enters evidence. *E*

Makes orientation presentation on school policy and law regarding truancy, drug-alcohol abuse, and law enforcement careers. *E*

Prepares and maintains records of activities, violations, accidents, arrests, evidence, vehicles, and parking permits. *E*

Prepares reports of activities, accidents, contacts, arrests, crimes, safety hazards, unusual occurrence, first-aid damage, and restitution. *E*

Prepares probation log, impound, crime and violence, lost and found, and property release reports; checks available records. *E*

Responds to call for medical aid; administers first aid and CPR. *E*

Stops and contacts persons on foot and in vehicles on campuses; assists visitors providing directions when needed. *E*

Notifies law enforcement agency if technical assistance needed. *E*

Advises students, staff, and parents on law, truancy, drug-alcohol abuse, and law enforcement careers. *E*

Assigns, directs, and controls the flow of work to campus and security aides. *E*

Performs related work as required.

MINIMUM QUALIFICATIONS

Knowledge of:

1. Oral communication skills to advise students, staff, and parents about testifying in court;
2. Basic math;
3. Reading skills to understand California law: penal, health and safety, vehicle, education codes;
4. School policy;

5. Basic law and procedures for arrest, search, seizure, evidence, preliminary crime scene investigation, and protection;
6. Fire hazards; and
7. Appropriate safety precautions and procedures.

Ability to:

1. Restrain and subdue violent persons;
2. Make oral reports using two-way radio and telephones and for large groups;
3. Recognize and recall facts, faces, figures, and details and discern a wide range of sounds;
4. Interview and advise suspects, witnesses, victims, reporting parties, parents, and staff;
5. Supervise aides and work details;
6. Provide basic first aid and CPR;
7. Direct traffic;
8. Work under high stress levels;
9. Use fire and safety equipment;
10. Swim, performing in-pool rescue;
11. Use baton, handcuffs;
12. Operate a vehicle observing legal and defensive driving practices;
13. Read and understand California law: penal, health and safety, vehicle, education;
14. Understand and carry out oral and written instructions;
15. Establish and maintain effective relationships with those contacted in the course of work;
16. Perform complex or varied tasks; and
17. Establish and maintain records and make detailed, concise written reports;

EDUCATION AND EXPERIENCE

Successful completion of formal training or the equivalent experience in police work.

WORKING CONDITIONS

Environment:

Indoor and outdoor work environment; subject to driving a vehicle to conduct work; work evening or variable hours.

Physical Abilities:

Dexterity of hands and fingers to operate specialized equipment and direct traffic; standing for extended periods of time; seeing to monitor activities; reaching overhead, above the shoulders, and horizontally; bending at the waist; running; walking; climbing stairs, fences, and walls.

Hazards:

Adverse weather conditions; possible fights and confrontations; working in a cramped or restrictive work chamber; exposure to electrical power supply and high voltage; exposure to extreme heat from fires.

Special Requirements:

Willing to work overtime during peak season; night shift 9:30 p.m. to 6:30 a.m.; willing to travel throughout District; willing to attend special functions nights and/or weekends several times during peak season; willing to work with harassment, some physical attacks; willing to comply with the following grooming and dress standards: neatly groomed and clean uniform. Incumbents are required to walk and stand for prolonged periods (up to 10 hours); work under adverse conditions such as confined, awkward spaces, inclement weather and around hazards such as high voltage and fire. Incumbents must have stamina to run and climb stairs, ladders, fences and walls; pre-employment back x-ray standard - class I. Incumbents must be sworn law enforcement officers as mandated under the California Penal Code Section 830.32

Revised: 7/81  
7/94