



## Delaware State University Security Officer

<b>LOCATION</b>	1200 N Dupont Highway, Dover	<b>JOB TYPE</b>	Classified 40 hrs
<b>JOB NUMBER</b>	2025-00269	<b>DIVISION</b>	Public Safety
<b>OPENING DATE</b>	03/20/2025		

### General Description of the Position

The following are the functions essential to performing this job.

1. Patrol the campus, either on foot or by vehicle, to ensure the security of facilities and the safety of students, staff and visitors; prevents and deters crime by observations and confrontation of unusual circumstances and individuals; notifies supervisors of security defects; secures or unsecures buildings.
2. Responds to, initiates investigations into, and reports crimes or incidents in violation of State Law, City Codes or University rules which impact on the safety of the University Community.
3. Takes enforcement action and makes apprehensions as required; completes all necessary documentation and notifies supervisors of all enforcement related actions.
4. Preserves crime scenes, collects and preserves evidence, identifies and interviews witness, suspects and victims of criminal incidents, assists other law enforcement officers with investigations.
5. Prepares, present or assist in presentation of cases in courts or other official proceedings.
6. Performs traffic direction and crowd control duties as assigned.
7. Renders first aid; transports sick, injured or otherwise disabled persons.
8. Assists visitors, students, and staff by providing information, directions, and assistance.
9. Participates in training and certification sessions
0. Performs other duties as assigned.

### Essential Functions & Required Knowledge, Skills and Abilities

Individuals in this job may be assigned one or more of the following tasks on a rotating or as-needed basis.

1. Bicycle Patrol
2. Dispatching

The individual in this job must possess these skills and abilities or be able to explain and demonstrate that they can perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skills and abilities.

1. Must be able to be commissioned as a constable in the State of Delaware
2. Must pass/agree to routine physical fitness and agility testing
3. Must maintain a satisfactory driving record and criminal history as determined by the director

### Qualification Standards

- 1. Education: High School diploma or equivalent
- 2. Successful experience: One-year experience in security work
- 3. Must pass a background investigation, including driving record and criminal history
- 4. Possession of a valid motor vehicle operator's license
- 5. Must be able to communicate effectively orally and in writing
- 6. Eligible for DELJIS certification
- 7. Must be able to pass drug-screening test and random drug testing

EEO Statement

Delaware State University is an equal opportunity employer committed to fostering a diverse and inclusive academic global community. The University is dedicated to enhancing diversity and inclusion in all aspects of recruitment and employment. All qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, sexual orientation, gender identity, gender expression, national origin, ancestry, citizenship status, physical disability, mental disability, medical condition, military and veteran status, marital status, pregnancy, genetic information, or any other characteristic protected by state or federal law. The University is committed to achieving a diverse faculty and staff and encourages members of underrepresented groups to apply.

Equal opportunity employer/program" and "auxiliary aids and services are available upon request to individuals with disabilities".

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**Employer**

Delaware State University

**Address**

1200 N. Dupont HWY

Dover, Delaware, 19901

**Phone**

(302) 857-6261

**Website**

<https://www.desu.edu/about/administration/human-resources>