

JOB DESCRIPTION

LOCATION: DISTRICT WIDE

POSITION: LICENSED PEACE OFFICER

JOB QUALIFICATIONS: Education/Training/Licensure:

- * High School Diploma or G.E.D.
- * Texas Peace Officer License issued by Texas Commission on Law Enforcement (TCOLE)
- * Law Enforcement Training
- * Bondable as required by Texas Education Code 37.081(h)
- * Valid Texas Driver's License

Special Knowledge/Skills:

- * Knowledge of overall operations of police department
- * Knowledge of security procedures
- * Knowledge of State Law and Texas Education Code

REQUIRED EXPERIENCE:

- 3 years experience as a Licensed Peace Officer

JOB DESCRIPTION:

To provide security, maintain order and safety in a variety of situations for our students and staff.

DUTIES AND RESPONSIBILITIES:

- Patrols district buildings and grounds to prevent fire, theft, vandalism, and illegal entry.
- Conducts inspections of doors, windows, and gates to determine that they are secure.
- Confronts unauthorized persons for questions, routes or detains them, and/or calls police for assistance, according to emergency action plan.
- Help provide traffic control at school events or at any other time.
- Patrols school grounds to detect unauthorized persons or vehicles; to check cars for parking authorization; to determine if vehicles are parked in restricted areas, such as near fire hydrants or in driveways, and to check exterior lighting and emergency access routes.
- Position requires working school events in the evenings.
- Daily attendance and punctuality are essential functions of the job.
- Perform other duties as assigned.

OTHER INFORMATION: Equipment Used:

District vehicles, handcuffs, security equipment, radio, pager, copy and fax machines.

Mental & Physical Demands/Environmental Factors:

Ability to communicate effectively, both verbal and written; accuracy in completing reports; ability to maintain emotional control under stressful situations. Strenuous walking, standing, and climbing; ability to work irregular hours. Specific hearing and visual requirements; ability to control sudden violent or extreme physical acts of others and exhibit rapid mental and muscular coordination simultaneously. May be subject to adverse and hazardous working conditions, including violent confrontations. District-wide travel; and occasional lifting of 40+ lbs.

I have received a copy of the job description for my position.

Date _____

Employee Name (print)

Signature