



WEST VIRGINIA STATE UNIVERSITY

Part-Time Campus Police Officer University Police Department

West Virginia State University

West Virginia State University (WVSU) is a public-land grant institution, which was founded in 1891 as a Historically Black College and University (HBCU), and has evolved into a fully accessible, diverse, and multi-generational institution serving approximately 3,500 students. The University is a community of students, staff, and faculty committed to innovative teaching and learning, research and service that offers 23 undergraduate and seven graduate degrees through its four colleges, and competes in athletics at the NCAA Division II level in five men's sports and five women's sports. WVSU is located in Institute, WV, a suburb of Charleston, the largest city and the capital of West Virginia. With more than 300,000 people living in the metropolitan area, it is an active, exciting and engaging community, boasting cultural and historical events, music, festivals and entertainment.

Position Description

The Part-time Campus Police Officer is charged with the safety and protection of campus visitors, students, staff, and faculty. The Officer will prevent, control, and respond to safety concerns related to people and property. This is a non-classified, at-will, essential, FLSA non-exempt, part-time, benefits eligible position. This position reports to the Captain of Campus Patrol.

Responsibilities for the Campus Police Officer

Perform law enforcement, safety, security, and parking/traffic control functions on the campus of West Virginia State University; respond to a variety of requests for assistance; provide information/directions to campus population and visiting public; maintain a safe and tranquil atmosphere conducive to learning and protect the safety and well-being of individual, personal, and state property, through enforcement of Federal, State, Local and Campus policies, procedures, rules and regulations. Other duties as assigned. This part-time position will consist of at least 25 hours per week.

Requirements for the Campus Police Officer

Any one or combination: Associate degree, or vocational or technical school degree in a related

field. Preference given to applicants with greater experience in specified areas of criminal justice and current training certificates. If offered the position, the selected candidate must either verify or establish residency within one hour of WVSU within 90 days of the contingent offer.

Applicant Requirements

Must be a currently certified Police Officer
Must have a valid/Current WV Driver's License
May have to do an internal physical examination and agility testing
Must pass criminal and DMV background check

Salary Statement

\$35,000-\$47,300.00. Salary will be commensurate with experience.

To Apply

In order to be considered for this position, please submit your resume and the names and email addresses or phone numbers of three professional references by May 18, 2021. All requested information must be submitted for your application to be considered.

Please submit application materials via email, mail or in person to: jobs@wvstateu.edu or mail

West Virginia State University
Department of Human Resources
P. O. Box 1000, 105 Cole Complex
Institute, WV 25112

West Virginia State University conducts criminal background checks on all candidates upon acceptance of a contingent offer. Any offer of employment is contingent upon the satisfactory completion of a background check.

West Virginia State University is an Equal Opportunity/Affirmative Action institution. No person shall be denied admission to educational programs, activities or employment based on any legally protected status, or be subjected to prohibited discrimination involving, but not limited to, such factors as race, color, creed, religion, national or ethnic origin, marital status, citizenship, sex, sexual orientation, gender identity or expression, age, disability, or protected veteran status. Upon request, reasonable accommodations will be made to provide this content into an alternate accessible format by contacting hr@wvstateu.edu.