

STAFF OPENING



Lakeshore Technical College does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, sexual orientation, lack of English skills, arrest or conviction record, political affiliation, marital status, or other protected categories, in its services, employment, programs, and/or educational programs and activities, including but not limited to admissions, access and participation. The College attempts to be in compliance with all federal laws including but not limited to Title IX & Section 504. Inquiries regarding nondiscrimination policies are handled by the Affirmative Action Officer, 1290 North Avenue, Cleveland WI 53015, phone 920.693.1163 or 888.468.6582, ext. 1163.

Lakeshore Technical College provides reasonable accommodations to assist persons with disabilities to access or participate in its programs or activities. Persons requiring accommodation to access the College's programs, services, and/or employment should call LTC at 920.693.8213, 888.GO TO LTC (888.468.6582), or TTY Hearing Impaired at 920.693.8956 seven days in advance of the need.

Telephone: 1.888.GOTOLTC

Fax: 920.693.8078

Website: www.gotoltc.edu

JOB TITLE: LTC Campus Police

EMPLOYMENT AND WORK SCHEDULE: Part-Time; Primarily Afternoons/Evenings

JOB DESCRIPTION:

Provide a wide range of law enforcement services, while armed at all times, on the LTC Cleveland Campus. Duties include both internal and external patrolling of the parking lots, walking paths and buildings; investigating a variety of incidents, crimes and vehicular collisions; preparing clear, concise and detailed reports; working and communicating effectively with a diverse campus population in a community policing atmosphere; initiating and enhancing crime prevention measures; implementing and enforcing emergency and safety/security procedures; and providing basic life support, including CPR and using AEDs, to those in a medical crisis. Campus Police will enforce state statutes and local ordinances. Responsible for monitoring the condition of building equipment such as boilers, pumps, walk-in coolers, fire alarm systems, etc. Record temperature, pressure, and other information indicating the condition of equipment. Page on-duty maintenance worker if equipment falls outside normal operating ranges. Lock and unlock doors as needed.

QUALIFICATIONS*:

Must be a Certified Police Officer with the ability to perform essential functions of a police officer and the ability to possess a firearm. A requirement of this position will be to annually attend required 24-hour in-service training. Applicants must be approved by the Manitowoc County Sheriff. Officer must be deputized by the Manitowoc County Sheriff prior to being hired. Ability to keep accurate reports and records of activities and the ability to observe and accurately recall facts and details; proficient in the use of special police equipment and techniques. Ability to quickly assess situations, and rapidly consider and implement appropriate action. Must possess integrity, initiative, multi-tasking, flexibility, self-direction, continuous learning, strong communication skills, firm reassuring manner, and sound judgment under pressure. Ability to relate successfully with students and staff of diverse cultural, social or educational backgrounds. Fluent, bilingual individual who has experience working with culturally diverse populations is desirable. A motor vehicle record review will be conducted upon hire.

SALARY EXPECTATION: Special Market Group SM04F – \$ 17.37/Hour

BENEFITS:

Professional Development

LOCATION: Lakeshore Technical College
1290 North Avenue
Cleveland WI 53015

RECRUITMENT PERIOD: Ongoing

APPLICATION PROCESS: An LTC application form must be completed in its entirety to be considered for a position at the College. Please visit our website at www.gotoltc.edu to obtain a copy of our application form or simply call the Human Resources Department at 888.468.6582, ext. 1863 to request an application form to be sent.

*Note: Meeting the minimum requirements does not guarantee an interview for a position.