

University Police Officer 2  
University at Buffalo, The State University of New York

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Downloaded On: May. 9, 2024 1:53pm

Posted Feb. 5, 2024, set to expire Aug. 4, 2024

<b>Job Title</b>	University Police Officer 2
<b>Department</b>	University Police
<b>Institution</b>	University at Buffalo, The State University of New York Buffalo, New York
<b>Date Posted</b>	Feb. 5, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Public Safety
<b>Job Website</b>	<a href="https://www.ubjobs.buffalo.edu/postings/47918">https://www.ubjobs.buffalo.edu/postings/47918</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

A **University Police Officer 2** is the shift supervisor (Lieutenant) of the police force on duty.

Job Responsibilities include:

- Schedules and assigns University Police Officers 1 to mobile and foot patrol and dispatch/desk post assignments in order to effectively and efficiently utilize staff and insure adequate security coverage.
- Prepares and maintains schedule rosters for uniformed and civilian staff; alters schedules to provide coverage of anticipated periods of peak demands for security services; and receives, reviews and approves or disapproves requests for leave.
- Briefs University Police Officer personnel in preparation for shift assignments to ensure subordinates are informed of current assignments, current security problems and changes in policies and

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procedures.

- In addition to subordinate University Police Officers 1, may directly supervise Campus Public Safety Officers, Security Assistants, Student Assistants and support staff as assigned.

The shift supervisor tours the campus and directly observes University Police Officers on the job to assess the effectiveness and efficiency of their performance and provide on-site instruction in law enforcement techniques.

- Personally acknowledges good and superior performance; offers constructive criticism and suggests ways to improve performance; listens attentively to subordinates' questions and problems and responds with workable solutions and answers.
- Regularly inspects the persons and equipment of University Police Officer personnel for compliance with University regulations; and directs subordinates to make necessary corrections.
- Reviews all reports and insures deficiencies are corrected. Directs or initiates follow up as necessary.

The shift supervisor may respond to the scenes of incidents involving but not limited to crimes, arrests, major accidents, injuries, deaths and fires in order to personally direct security activities.

- Confers with officers and investigators at the scene to ascertain the nature and severity of the situation; may interview witnesses, complainants and victims to obtain data on the nature of the crimes and incidents, descriptions of alleged violators and other information needed for law enforcement activities.
- Issues directives to University Police Officers at the scene to secure apprehension of alleged violators, care for injured persons and other appropriate actions as required.

Prepares a variety of written narrative and form reports of shift activities in order to advise the supervisor of the nature and extent of security problems and the effectiveness of the public safety force in handling them; in preparing these reports, uses data submitted and verified in subordinates' logs and reports.

Performs many of the same range of duties as University Police Officer 1.

The mission of the University at Buffalo Police Department is to provide a safe, friendly and welcoming environment for students, visitors, faculty and staff to live, learn, work and play.

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### **Outstanding Benefits Package**

Working at UB comes with benefits that exceed salary alone. There are personal rewards including comprehensive health and retirement plan options. We also focus on creating and sustaining a healthy mix of work, personal and academic pursuit - all in an effort to support your work-life effectiveness. Visit our [benefits website](#) to learn about our benefit packages.

### **About The University at Buffalo**

The University at Buffalo (UB) #ubuffalo is one of America's leading public research universities and a flagship of the State University of New York system, recognized for our excellence and our impact. UB is a premier, research-intensive public university dedicated to academic excellence. Our research, creative activity and people positively impact the world. Like the city we call home, UB is distinguished by a culture of resilient optimism, resourceful thinking and pragmatic dreaming that enables us to reach others every day. Visit our website to learn more about the [University at Buffalo](#).

As an Equal Opportunity / Affirmative Action employer, the University at Buffalo will not discriminate in its employment practices due to an applicant's race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### **Contact**

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