

Public Safety Assistant (Substitute)  
South Orange County Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=140571>

Downloaded On: Sep. 22, 2020 10:29am

Posted Mar. 23, 2020, set to expire Sep. 26, 2020

<b>Job Title</b>	Public Safety Assistant (Substitute)
<b>Department</b>	Administration (IVC-034-000)
<b>Institution</b>	South Orange County Community College District South Orange County, California
<b>Date Posted</b>	Mar. 23, 2020
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Classified Staff
<b>Academic Field(s)</b>	Public Safety
<b>Apply Online Here</b>	<a href="http://jobs.socccd.edu/postings/10671">http://jobs.socccd.edu/postings/10671</a>

**Apply By Email**

**Job Description**

The District's goal as an academic community is to sustain a working environment that is welcoming to all, fosters and celebrates diversity, and promotes and rewards excellence. An exemplary academic community promotes an inclusive environment that best prepares our faculty, staff and students to live, work, and contribute to a global society.

This position is a short-term, temporary, Non-Bargaining Unit assignment, not to exceed 160 days during each fiscal year. The assignment is on an as needed basis, and may be shortened or extended.

You will be contacted should the hiring department/division be interested in scheduling an interview with you to discuss your qualifications and skills. Please do not call the Human Resources Office regarding the status of your application. The most current status of all applications will be available for you to view on our website.

Under general supervision from the Chief of Police, performs a variety of clerical duties and specialized

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support for the Campus Police Department at an assigned campus; supports Front Counter operations providing a variety of information and assistance to students, faculty, staff, and the general public relative to assigned area of responsibility; receives incoming calls related to public safety matters from the campus community and the general public; supports the Campus Police Department in field assignments on foot or utilizing vehicles as necessary.

**Contact Information**

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

**Contact**