

Security Officer  
Kean University

Direct Link: <https://www.AcademicKeys.com/r?job=224848>

Downloaded On: Jun. 1, 2025 2:43am

Posted Nov. 1, 2023, set to expire Jun. 3, 2025

<b>Job Title</b>	Security Officer
<b>Department</b>	
<b>Institution</b>	Kean University Union, New Jersey
<b>Date Posted</b>	Nov. 1, 2023
<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>Job Website</b>	<a href="https://kean.wd1.myworkdayjobs.com/en-US/Kean/details/Security-Officer_R2541">https://kean.wd1.myworkdayjobs.com/en-US/Kean/details/Security-Officer_R2541</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

**External Applicant Instructions**

- Please upload your resume/CV for automatic population of information to your Kean application.
- Your contact information, work experience and education will be automatically filled in. Please review all fields - you will need to verify that the data is accurate.
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**In the “My Experience” section, you will find a resume/CV upload option where you can submit your cover letter and any other supporting documents you may wish to submit.**

### Security Officer

#### Department of Public Safety/Police

Security Officers at Kean University maintain a safe and secure environment by protecting students, faculty, staff, visitors and property on its New Jersey campuses. Security Officers work collaboratively with law enforcement by reporting suspicious and/or criminal activities and activities that require additional or authorized personnel, supporting those efforts as needed. Under the direction of the Director of Public Safety/Police or a designated Supervisor, the Security Officer performs foot and vehicle patrols of the university’s campuses to secure buildings and property; investigates disturbances; maintains order during events; enforces laws and regulations; may be tasked with enforcing traffic and parking regulations, including ticketing offenders when necessary; and does related work as required.

Security Officers may be exposed to hazards or physical risks, which require following basic safety precautions. Essential job functions include the ability to walk long distances both indoors and outside; standing for long periods; the ability to climb stairs, bend and stoop; lifting, pushing or pulling of objects up to 50 pounds; and driving. The employee will be required to pass a four (4) month Working Test Period to become eligible for a regular appointment.

Qualifications: Graduation from high school or vocational school or possession of an approved high school equivalent certificate. Candidate must possess a driver’s license valid in New Jersey. Bachelor’s degree from an accredited college; Security Officer Certification (SORA); Dispatcher/Telecommunicator Certification and related trainings; emergency, health and/or safety certifications; and at least six (6) months of experience in security operations or in a customer service related position is preferred. Candidate must have the ability to use a computer and work rotating shifts, including weekends and holidays. Candidates for Security Officer are required to meet all

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qualifications for application to the police academy in order to become a sworn police officer.

Candidacy review begins immediately and continues until appointment is made. Official transcripts for all degrees are required prior to appointment.

New Jersey SAME Program Applicants: If you are applying under the NJ State as a Model Employer of People with Disabilities (SAME) Program, your supporting documents (Schedule A or B Letter) must be submitted along with your resume by the closing date indicated above. For more information on the New Jersey SAME Program, please visit the website at: <https://nj.gov/csc/same/overview/index.shtml>, email: [Same@csc.nj.gov](mailto:Same@csc.nj.gov) or contact our Kean Recruiting Team at [SAME@kean.edu](mailto:SAME@kean.edu).

**Attention current Kean University employees (including part-time Student Assistants, Graduate Assistants, Academic Specialists and Adjuncts): Please apply via the internal career site to ensure consideration as an internal candidate. To apply internally, please log into your Workday account and select the Career icon on your homepage to view available positions.**

### **Additional Information**

Kean University complies with the [New Jersey First Act](#) (Senate Bill No. 1730, P.L. 2011, Chapter 70). Any individual newly hired by Kean University will be required to abide by this law and establish a principal residence in New Jersey. New employees will have a full 365 days to establish such residence, from the effective date of hire.

In compliance with the Americans with Disabilities Act (ADA), if you have a disability and would like to request an accommodation in order to apply for a position, please refer to Section III.A. of our [Reasonable Accommodations Policy & Procedures](#).

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### **Diversity & Non-Discrimination Statement**

**Kean University is committed to establishing and maintaining a diverse campus community through inclusive excellence and equal opportunity. Kean's commitment to access and equity is designed to prepare each graduate to not only thrive, but climb higher in a diverse world. As an affirmative action, equal opportunity institution we work to support a campus-wide agenda to foster a community that both values and promotes the diversity and equity of all students, faculty, staff, administrators, and beyond.**

### **EEO/AA Statement**

**Kean University is an Equal Opportunity/Affirmative Action/Veterans/Disability Employer.**

### **Contact Information**

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

### **Contact**

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