

University Police
Oklahoma Baptist University

Direct Link: <https://www.AcademicKeys.com/r?job=264490>

Downloaded On: Oct. 28, 2025 11:48pm

Posted Oct. 27, 2025, set to expire Oct. 27, 2026

Job Title	University Police
Department	University Police Department
Institution	Oklahoma Baptist University Shawnee, Oklahoma
Date Posted	Oct. 27, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Public Safety
Job Website	https://www.okbu.edu/hr/job-forms/university-police.pdf
Apply Online Here	https://www.okbu.edu/hr/jobs.html
Apply By Email	
Job Description	

OBU Mission Statement

OBU transforms lives by equipping students to pursue academic excellence, integrate faith with all areas of knowledge, engage a diverse world, and live worthy of the high calling of God in Christ.

Core Commitments

Oklahoma Baptist University achieves its mission through a shared commitment to the following expectations. All employees are expected to embrace these expectations and to model them in their behavior.

- Demonstrate commitment to the essentials of the Christian faith.

University Police Oklahoma Baptist University

Direct Link: <https://www.AcademicKeys.com/r?job=264490>

Downloaded On: Oct. 28, 2025 11:48pm

Posted Oct. 27, 2025, set to expire Oct. 27, 2026

- Commit to the mission and vision of Oklahoma Baptist University.
- Treat people with dignity and respect.
- Build relationships on honesty, integrity, and trust.
- Strive for excellence through teamwork, leadership, and a strong work ethic.
- Manage human and financial resources wisely and efficiently.

Overview

Provide 24-hour protection for the lives and property of the university community and visitors. This is a Safety Sensitive Position.

Job Role and Responsibilities

- Enforce applicable state, local, and federal laws, and university policies
- Conduct armed foot and mobile patrols of the campus, facilities, and vicinity
- Enforce parking and other regulations
- Respond to reports of criminal activity and accidents
- Attends departmental training as required
- Conduct surveillance as needed
- Write & submit comprehensive reports
- Provide emergency assistance during natural emergencies, fires, accidents, and personal injuries
- Communicate university policies and procedures to members of the university community and others on campus, verbally and in writing
- While on duty, coordinate with dispatchers and other officers all activity via hand-held radio
- Perform routine basic maintenance to patrol units and other department equipment as required
- Provide dispatch or departmental support services as requested
- Oversee operations as required - assistant to Chief of Police when designated

Knowledge, Skills, and Abilities Required

- Ability to communicate with co-workers, students, faculty, and administration effectively and professionally
- Excellent oral communications skills, using the English language, without the use of auxiliary aids or services
- Excellent writing skills without the use of auxiliary aids or services
- Work collaboratively with other officers, staff, supervisors, and guests
- Excellent problem-solving abilities
- Ability to sit, stand, walk, climb, bend, kneel, and grasp for extended periods of time

University Police
Oklahoma Baptist University

Direct Link: <https://www.AcademicKeys.com/r?job=264490>

Downloaded On: Oct. 28, 2025 11:48pm

Posted Oct. 27, 2025, set to expire Oct. 27, 2026

- Must be able to lift and carry equipment and supplies weighing up to 60 pounds or drag objects weighing more than 150 pounds
- Possess manual dexterity to efficiently operate a computer keyboard and other business machines
- Possess near vision sufficient for reading written communications and computer display screens
- Possess adequate hearing to communicate effectively in person and by phone
- Able to drive in a vehicle, walk, or ride on a bicycle for extended periods of time
- Ability to spend extended periods of time in a non-environmentally controlled environment and/or outdoor elements
- Ability to operate hand-held radio equipment without the aid of any auxiliary devices
- Always maintain a professional appearance and demeanor
- Possess a valid driver's license and an excellent driving record
- Proficient with Microsoft Office

Special Requirements

- Crowd control at concerts, basketball games and other events
- Traffic control for events bringing large crowds of people to the campus
- Provide access to locked facilities with appropriate authorization
- Inspection of fire extinguishers and other safety-related equipment
- Monitoring conditions for life safety and property safety hazards
- Meeting the public in a variety of stressful circumstances
- Perform other duties as assigned by the Chief of Police and/or other University Police Supervisors
- Applicants must be prepared to:
 - Document their criminal history if any and applicant's residence history extensively
 - Pass a comprehensive criminal background report and driving record
 - Must pass a post-offer physical exam and drug screening test
- Knowledge and ability to operate a firearm, as evidenced by:
 - Ability to legally purchase and possess a handgun
 - Possessing or obtaining certification as a police officer from the Council on Law Enforcement Education and Training
 - Successfully completing the OBUPD Pistol Course

Work Conditions

- Work is primarily outdoors during all weather conditions
- Because the Police Department functions 24 hours a day, 7 days a week, police officers are required to workday shifts, evening shifts, or night shifts, as scheduled - weekend and holiday

University Police
Oklahoma Baptist University

Direct Link: <https://www.AcademicKeys.com/r?job=264490>

Downloaded On: Oct. 28, 2025 11:48pm

Posted Oct. 27, 2025, set to expire Oct. 27, 2026

work is required

- Exposure to frequent noise caused by telephones, radios, and vehicles
- Safety Sensitive Position

Required

- High School Diploma or G.E.D.
- CLEET Certification
- 3+ years' successful, related work experience

Preferred

- Two years of college
- Current commission or certification as police officer
- 2 years' experience in police or campus law enforcement

Additional Requirements:

- Must be an active member of a local evangelical church.
- Evangelical is a broad term referring to a segment within Christianity which maintains the authority of the Bible and the belief in salvation by faith in Jesus alone.
- Please apply using the link for "Support Staff Applications" on the OBU website at:
<https://www.okbu.edu/hr/jobs.html>

Contact Information

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

Contact HR@okbu.edu
Human Resources
Oklahoma Baptist University
500 W University
Shawnee, OK 74804

Phone Number 4055855162

University Police
Oklahoma Baptist University

Direct Link: <https://www.AcademicKeys.com/r?job=264490>

Downloaded On: Oct. 28, 2025 11:48pm

Posted Oct. 27, 2025, set to expire Oct. 27, 2026

Contact E-mail HR@okbu.edu