

## University Police Officer 1, Police Services [R0108351]

**Institution:**

University of Nevada Las Vegas

**Location:**

Las Vegas, NV

**Category:**

Admin - Police and Public Safety

**Posted:**

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Full-Time

**Announcement Number:**

R0108351



The University of Nevada, Las Vegas invites internal applications for University Police Officer 1, Police Services [R0108351] Evergreen

### **PROFILE of the UNIVERSITY**

UNLV is a doctoral-degree-granting institution of approximately 30,000 students and more than 3,900 faculty and staff that is classified by the Carnegie Foundation for the Advancement of Teaching as a research university with high research activity. UNLV offers a broad range of respected academic programs and is on a path to join the top tier of national public research universities. The university is committed to recruiting and retaining top students and faculty, educating the region's diversifying population and workforce, driving economic activity through increased research and community partnerships, and creating an academic health center for Southern Nevada that includes the launch of a new UNLV School of Medicine. UNLV is located on a 332-acre main campus and two satellite campuses in Southern Nevada. For more information, visit us on line at: <http://www.unlv.edu>

### **COMMITMENT to DIVERSITY**

The successful candidate will demonstrate support for diversity, equity and inclusiveness as well as participate in maintaining a respectful, positive work environment.

## **ROLE of the POSITION**

University Police Services is conducting a recruitment for current and future openings for University Police Officer 1 - POST Certified candidates. Positions may be assigned to any campus to include the University of Nevada, Las Vegas, Nevada State College, the Dessert Research Institute and other locations as assigned. The University Police Officer 1 will work under general supervision, performing journey level law enforcement duties to include protecting university employees, students, and the general public; patrolling and safeguarding the university system properties and surrounding areas; conducting traffic investigations; conducting criminal and non-criminal investigations; preparing for security and law enforcement activities surrounding special events; preparing for appearances in court; performing maintenance on assigned equipment; performing special assignments related to law enforcement and peace officer functions; and maintaining law and order, among other duties.

This position provides semi-automatic progression to University Police Officer II upon satisfactory completion of the training period, meeting minimum requirements and with the recommendation of the hiring authority. Some applicants selected for employment may attend a Nevada State certified law enforcement academy. Upon successful completion of the academy, employees will work under direct supervision and receive training in performing law enforcement duties including protection of university employees, students and the general public; patrol and safeguard university system properties and concurrent jurisdiction in surrounding areas; and maintain law and order, among other duties.

## **QUALIFICATIONS**

Graduation from high school or equivalent education and one year of experience in public contact work which included application of rules, regulations or established procedures.

Pursuant to NRS 284.4066, positions in this series have been identified as affecting public safety:

- Persons offered employment in these positions must submit to a pre-employment screening for controlled substances.
- A valid driver's license is required at the time of appointment and as a condition of continuing employment.
- Applicants may be subjected to psychological testing which may include polygraph testing

## **SALARY**

Grade 34 Step 1, salary \$ 46,311.84. "Step" means the number assigned by the Division of Human Resource Management to identify a specific rate of pay within a grade. Per Nevada Administrative Code (NAC 284.170), salaries for initial appointments for classified positions typically begin at Step 1. Internal classified candidates will begin at a step determined by Nevada Administrative Code for rate of pay after lateral transfer, promotion, or voluntary demotion."

## **APPLICATION DETAILS**

**THIS RECRUITMENT MAY CLOSE PRIOR TO THE ANNOUNCED CLOSING DATE BELOW BASED ON VOLUME OF APPLICATIONS RECEIVED.**

Submit a letter of interest (cover letter) and a detailed resume listing qualifications and experience. If you are a veteran, please attach your DD-214 or other applicable official documentation to your application as evidence of Veteran's or Disabled Veteran's status.

**All documents should be attached in the CV/Resume attachment section when applying.**

Applicants should fully describe their qualifications and experience, with specific reference to each of the minimum and preferred qualifications because this is the information on which the initial review of materials will be based. The resume must have a detailed description of the major duties that you performed as a part of each job; applicants must demonstrate that they qualify for this position. Education (including High School) and experience must be clearly documented. Your application will NOT be moved forward if your application is incomplete.

This is an open-ended recruitment intended to gather a pool of applicants for multiple positions. This posting may close at any time, based on applications received and the number of open positions. Materials should be addressed to Sandy Seda and must be submitted online as we do not accept emailed materials. For assistance with application process, contact UNLV Human Resources at (702) 895-3504 or [applicant.inquiry@unlv.edu](mailto:applicant.inquiry@unlv.edu).

**SPECIAL INSTRUCTIONS FOR INTERNAL NSHE CANDIDATES**

UNLV employees or employees within the Nevada System of Higher Education (NSHE) MUST use the "Find Jobs" process within Workday to find and apply for jobs at UNLV and other NSHE Institutions. Once you log into Workday, type "Find Jobs" in the search box which will navigate to the internal job posting site. Locate this specific job posting by typing the requisition number, "R0108351" in the search box.

If you complete an application outside of the internal application process, your application will be returned and you will have to reapply as an internal applicant which may delay your application.

Job Category

Classified

**Required Attachment(s)**

See Application Details section above

**APPLICATION INFORMATION**

**Contact:**

University of Nevada Las Vegas

**Online App. Form:** [https://nshe.wd1.myworkdayjobs.com/en-US/UNLV-External/job/UNLV1-Maryland-Campus/University-Police-Officer-1--Police-Services--R0108351-\\_R0108351](https://nshe.wd1.myworkdayjobs.com/en-US/UNLV-External/job/UNLV1-Maryland-Campus/University-Police-Officer-1--Police-Services--R0108351-_R0108351)