

Campus Safety Officer

Ohlone College

Salary: \$72,768.00 - \$92,880.00 Annually

Job Type: Full-Time

Division: Administrative Services

Opening Date: 07/28/2026

Location: Fremont Campus and/or Newark Center

Job Number: 202300201

Department: Administrative Services

Bargaining Unit: Service Employees International Union (SEIU)

Ideal Candidate Statement

The Ohlone Community College District Campus Police Services Department is committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, staff, and visitors of all backgrounds feel safe, welcome, and included.

Ohlone Community College District is currently seeking a Safety Officer to join the Campus Police Services team. The ideal candidate will uphold the highest standards of moral character, integrity, and professionalism while demonstrating the ability to work in a dynamic and ever-changing college setting. The ideal candidate will have the ability to adapt to a flexible schedule, including evenings, weekends, holidays, and mandatory overtime when applicable. The ideal candidate will work in a team environment, must be able to develop positive working relationships and thoroughly committed to community policing. The successful candidate can multi-task, prioritize, and meet mandatory/regulatory deadlines.

In addition, the ideal candidate will:

Pass a POST background investigation including reference checks and a state criminal history report, prior to the start of employment.

Meet all other requirements for a Safety Officer with the Ohlone Community College District Campus Police Services.

Position Description

Under the direction of an assigned police administrator, monitors and patrols District facilities, property and offices for purposes of controlling campus security, parking and other issues; responds to intrusion and fire alarms, as well as other requests for assistance; investigates and enforces District rules, regulations and legal infractions concerning the protection of persons and property; observes, reports and maintains the property and security of the college; and performs related work as assigned.

Duties and Responsibilities

- Patrols designated areas of the community college district to preserve law and order including performing foot, bicycle and/or vehicular patrols to protect safety and control of the entire District.
- Responds to service calls including medical, animal control, crowd control, traffic and vehicle service calls.
- Enforce College, County, State and federal laws, rules, regulations and policies.
- Effectively engage and support historically minoritized groups by addressing issues of equity and improving culturally responsive service-oriented practices.
- Investigate crimes, incidents, suspicious persons and vehicles;
- Interview victims, complainants, witnesses and suspects; conduct searches, collect and preserve evidence, and conduct arrests of crime suspects.
- Create and update crime report forms and track crime statistics; maintain and submit logs relating to daily activities, alarm activations, dispatches, field contacts, restraining orders and other information.
- Coordinate efforts with police departments to assure appropriate and timely response in emergency situations and respond to threats in conjunction with appropriate authorities.
- Provide assistance to the Chief and campus police personnel as assigned.
- Provide dispatch duties and conduct public relations activities.
- Collect and deliver legal tender, such as parking machines, State checks and other monies.
- Operate a variety of safety and office equipment, including a T3 motion device, two-way radio, pepper spray, baton, handcuffs, video surveillance systems, digital camera, automated external defibrillator (AED), computer and assigned software and other assigned equipment; drive a vehicle to conduct work.

- Investigate and enforce unauthorized use of facilities; respond to fire and burglar alarm activations.
- Lock and unlock buildings/doors as required; arm and disarm burglar.
- Evacuate classrooms and buildings in emergency situations as necessary.
- Attend a variety of meetings, trainings and workshop activities as required.
- Perform other related duties as assigned.

Knowledge Of:

- Pertinent federal, state, local, and District laws and ordinances including applicable sections of the California Penal Code, State Education Code, Local Ordinances, Motor Vehicle Code, Health and Safety Code, Business and Professional Code, and laws related to the area of responsibility.
- Methods, practices, and procedures of effective law enforcement, including those used in patrol, crime prevention, traffic control, investigation, and identification.
- Principles of Defensive Tactics.
- General investigative and law enforcement practices.
- Crowd and traffic control techniques.
- Record-keeping techniques.
- Interpersonal skills using tact, patience and courtesy.
- Correct oral and written language in English
- Emergency First Aid procedures.

Skill To:

- Train and provide work direction to others.
- Operate a motor vehicle safely and defensively and use a two-way radio.
- Evaluate security incidents and take appropriate action according to established guidelines.
- Observe, detect and deter improper behavior and unlawful activities.
- Utilize crowd and traffic control techniques.
- Interpret the law, policies, procedures and regulations.
- Implement first aid procedures.

Ability To:

- Assure the safety and security of students, staff, facilities and grounds.
- Investigate crimes and incidents.
- Respond to disturbances and emergency situations calmly and rationally.

- Maintain records and prepare reports.
- Understand and work within scope of authority.
- Use correct grammar, spelling, punctuation and vocabulary.
- Establish and maintain cooperative and effective working relationships with others.

Minimum Qualifications

Any combination equivalent to:

Graduation from high school supplemented by college-level coursework in criminal psychology or related field

AND

Some Peace Officer training or military service

AND

Must have evidence of responsiveness to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, as these factors relate to the need for equity-minded practices.

Other Requirements

- Valid First Aid/CPR and AED license issued by an authorized agency.
- Valid California Class C driver's license.
- Completion of a Laws of Arrest, 832 PC or school police officer course.
- Training required per SB 390 & 72330.5 EC for school security must be completed within two years of employment.

Desirable Qualifications

- Bilingual and Biliterate.
- Other related specialized training(s)
- Have one year of work experience in performing public or private security, military security, law enforcement, or comparable services.

.Physical Characteristics

Activity

Frequently (weekly basis)

Few Times a day (1-4 times per day; 1-2 hours)

Several Times per Day (5+ times per day; 3 or more hours)

Finger Dexterity

X

Standing

X

Walking

X

Sitting

X

Hearing: Receive detailed information

X

Talking: to exchange ideas

X

Seeing: to perceive the nature of objects

X

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

.Environmental Elements

- Constant Interruptions.
- Evening/Variable Hours; Remain on-call.
- Indoor/Outdoor Split.
- Work around electrical hazards, sharp objects/tools, and works in high heights.
- Seasonal heat and cold or adverse weather conditions.
- Potential physical hazards involved in intervening in anti-social, illegal and violent behavior.
- Contact with dissatisfied or abusive individuals.

Required Application Materials: The below items must be uploaded as attachments for your application to be complete and considered.

- Resume/Curriculum Vitae.
- A cover letter addressing the listed desirable qualifications and personal/professional qualities.
- A list of three (3) professional references including name, position, organization, phone number, email, and relationship to the applicant.
- Diversity question response: What does it mean to have a commitment to diversity, and how would you apply this commitment as you conduct your responsibilities in this position?

Salary Placement

Initial salary placement will be \$72,768 - \$80,256 annually and is determined by the education, experience, and qualifications the candidate brings to the position, internal equity, and the hiring department's fiscal resources. Classified employees advance one step on the salary schedule each year and have the potential to reach the current maximum step of \$92,880 annually.

Foreign Transcripts

Transcripts issued outside the United States require a course-by-course analysis with an equivalency statement from a certified transcript evaluation service verifying the degree equivalency to that of an accredited institution within the USA. This report must be attached with the application and submitted by the filing deadline. Here is a list of approved foreign degree evaluations

services: <https://www.ohlone.edu/sites/default/files/documents/imported/evaluationofforeigndegrees.pdf> <https://get.adobe.com/reader/>

District Statement

Founded in 1967, Ohlone College is named in honor of the early Ohlone People who inhabited the San Francisco Bay Area. Ohlone College is committed to providing a high-quality education to serve our diverse population of over 15,000 students per year. Ohlone College is nationally recognized for our Deaf Studies and Interpreter Preparation programs,

and is widely known for our nursing, health sciences, liberal arts, biomedical science, and smart manufacturing programs. As a learning community, we embrace and champion inclusivity, integrity, student expression, global citizenship, and continuous improvement.

Ohlone College is one of the top-ranked community colleges in California, serving the cities of Fremont, Newark, and Union City. Our campuses in Fremont and Newark are centrally located in the East Bay between San Francisco, Oakland, and San Jose. This region is known as a hub of innovation and economic activity, and home to some of the most advanced manufacturing, biomedical research, and clean energy companies in California, including Tesla, Meta, Seagate, and Lam Research.

The main campus in Fremont is located near Interstate 680 at the base of Mission Peak, just south of the historic Mission San Jose, and is the primary gateway to year-round hiking, biking, and hang gliding in the Mission Peak Regional Preserve. The Newark Center for Health Sciences and Technology is located near Interstate 880 in a hub of new residential and commercial development. The two campuses are connected by shuttle to each other and the Warm Springs BART station, which offers convenient access to public transit throughout the Bay Area.

Vision Statement

Ohlone College will be known for inclusiveness, innovation, integrity, engagement, and exceptional student success.

Mission Statement

Ohlone College offers high quality educational and career pathways and personal enrichment courses to serve the diverse needs of all students and the community. Ohlone provides excellent instruction and support services, awards associate degrees and certificates, and promotes university transfer in an inclusive, equitable, and multicultural environment where student learning and achievement are paramount. Ohlone fosters innovation, encourages student expression, and promotes ethical behavior and global citizenship.

EEO Statement

The District is strongly committed to the principles of equal opportunity and to hiring qualified staff who reflect the diversity of our community. The District encourages a diverse pool of applicants and does not discriminate on the basis of sex, race, religious creed, color, national origin, ancestry, age (40 or over), medical condition, genetic information, marital status, sexual orientation, gender, gender identity, gender expression, disability, military and veteran status, pregnancy/childbirth/breastfeeding or related medical condition or any other protected basis in any of its policies, practices, or procedures. The college encourages applications from all qualified applicants. If you have a disability and are in need of special services, equipment, or facilities in order to apply or interview for this opening, please call the Human Resources office at: (510) 659-6088.

Conditions of Employment

Offers of employment are contingent upon Governing Board approval. Employment with Ohlone Community College is not complete or official until applicants meet all pre-employment requirements. All new employees are required to submit official transcripts, proof of freedom from tuberculosis. In addition, you will be required to provide identification and employment eligibility as outlined in the federal "Immigration Reform & Control Act of 1986." Pre-employment tests and/or medical examinations may be required. Ohlone Community College does not sponsor H1B visas. Employees must sign the Oath or Affirmation of Allegiance and submit fingerprints for CA Department of Justice clearance. Employees must be California residents on their date of hire and for the duration of their employment with Ohlone Community College District.

Immigration Reform & Control Act of 1986

Applicants selected for positions will be required to provide identification and employment eligibility as outlined in the federal Immigration Reform & Control Act of 1986.

The District reserves the right to modify, rescind, or re-advertise this recruitment at any time

To apply, please visit <https://apptrkr.com/9727748>