



College of Saint Mary strives to create a safe, inclusive educational environment where every person's worth and dignity is valued and nurtured. Applicants representing diverse backgrounds and experiences are highly encouraged to apply.

## **Safety & Security Officer** (Part-time)

**CSM is seeking security professionals to join the Safety and Security Department.** These individuals serve on mutually agreed upon shifts and report to the Director of Safety and Security.

### **Our Ideal Candidate's Preferred Education and Experience Include:**

- High school degree or equivalent is required.
- Law enforcement, security or military experience is preferred.
- Possess a valid driver's license.
- Ability to complete and maintain CPR certification within 90 days of hire.

### **This Position:**

- Conduct vehicle and foot patrols.
- Perform physical security checks of campus facilities.
- Observes, reports, and identifies persons involved in suspicious activities, including suspicious vehicles, and ensures unauthorized persons leave College of Saint Mary property.
- Enforces college policies, regulations, and municipal, state, and federal laws, assisting local law enforcement when requested or necessary.
- Responds to emergency calls for assistance including medical matters, fire alarms and other alarms including those relating to facility operations such as boiler system, etc.
- Locks and unlocks campus buildings, classrooms, and offices as necessary.
- Response to routine calls for assistance including safety walks and vehicle jumpstarts.

### **Why You Want to Be on This Team:**

- You would be a part of a mission-centered team, who work together to serve our community.
- Regular professional development opportunities available for the safety and security team.
- CSM is committed to supporting the work-life balance of its faculty and staff.

### **Application:**

Please have a resume, cover letter and three professional references, including a minimum of one supervisor, ready to upload during the application process.

Please apply using the following link: [Safety & Security Officer](#)

*College of Saint Mary is a Catholic university providing access to education for women in an environment that calls forth potential and fosters leadership. The University is an equal employment opportunity employer and does not discriminate against employees or job applicants on the basis of race, religion, color, sex, sexual orientation, gender identity, pregnancy, age, national origin, disability, veteran status, marital status or any other status or condition protected by applicable laws, except where a bona fide occupational qualification applies.*