# **Job Description**

**Job Title** Special Constable

Reference 33830

**UWO Main Campus** Location

Faculty/Unit Campus Safety and Emergency Services

Department Campus Safety and Emergency Services

OPSEU Local 102 (Police) **Employee Group** 

**Appointment Type** Continuing

**Appointment Status** Regular Full-Time

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### Classification & Regular Hours

Hours per Week: 40

Hourly rate: \$28.75 to \$38.23

Please note, successful candidates must be 21 years of age or over, and legally entitled to work in Canada.

#### **About Western**

Since 1878, Western University has been committed to serving our communities through the pursuit of academic excellence and by providing students, faculty, and community members with life-long opportunities for intellectual, social, and cultural growth. We seek excellent students, faculty, and staff to join us in what has become known as the "Western Experience" - an opportunity to contribute to a better world through the development of new knowledge, new abilities, new connections, and new ways to make a difference.

#### **About Us**

The Campus Safety and Emergency Service is a values-driven service based on dignity and respect. We are committed to excellence in professional standards, personal development, community partnerships and activities contributing to the safety, security and quality of life in the diverse University community.

## Responsibilities

As a Special Constable, you play an integral role in maintaining and promoting community safety and security within the accepted standards of the WSCS community engagement model, its mission statement, the mission statement of the University of Western Ontario and the agreement with the London Police Services Board. You encourage partnerships between Special Constables and the University community, and provide professional and courteous service.

#### Qualifications

#### Education:

College Diploma, University Degree or Ontario Police College (or equivalent)

#### Experience:

- Previous police or special constable experience preferred

#### Knowledge, Skills & Abilities:

- Keyboarding and computer skills
- Strong knowledge in security and security systems
- Tactful, personable, congenial, exercises good judgment
- Ability to lift/carry up to 25 kg, and push/pull up to 15 kg of force

#### Please note, successful candidates must also have:

- A valid Ontario Driver's License with no more than six accumulated demerit points, permitting you to drive an automobile in Ontario with full driving privileges
- No criminal record for which a pardon has not been granted and no criminal charges before the courts
- Current certification in CPR and first aid (or ability to complete by the time the offer of employment is made)

# **Background Checks**

Please note, successful applicants will participate in a physical and psychological assessment with a professional approved by Western and will be subject to a background review.

#### Western Values Diversity

The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Indigenous persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression.

Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact Human Resources at hrhelp@uwo.ca or phone 519-661-2194.

#### Please Note:

We thank all applicants for their interest; however, only those chosen for an interview will be contacted.

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