

PUBLIC SAFETY OFFICER

Brooklyn Law School seeks a Public Safety Officer to join its Public Safety Team. The mission of the Brooklyn Law School Department of Public Safety is to enhance the quality of life for the entire Brooklyn Law School community by maintaining a secure and open environment where the safety of all is balanced with the rights of the individual. This Department strives to accomplish its mission while adhering to its core values of pride, professionalism, and service to the Community.

Reporting to the Director of Public Safety, this is a challenging position for a highly energetic individual who must be able to address the concerns and/or perspectives of a diverse community.

The Public Safety Officer will make an impact in many areas with responsibilities and duties including, but not limited to:

- Providing personal, equipment, and real property security in assigned area;
- Providing information and directions as needed; monitoring cameras and alarms;
- Screening all persons entering the building;
- Registering visitors and ensuring that students are properly identified;
- Performing interior and exterior patrols, preparing reports, and
- Performing miscellaneous job-related duties as assigned.

EXPERIENCE AND QUALIFICATIONS

- Security Guard license;
- High school diploma/GED;
- General computer knowledge, including Microsoft Office Suite familiarity;
- Must have a professional appearance, excellent communication, and report writing skills;
- Must be in good physical condition and have ability to maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include sitting or standing for extended periods of time and ability to climb stairs during building checks;
- Prior Public Safety and/or law enforcement experience is preferred.

Conditions of Employment

Must be willing to work flexible shift hours, including weekends, evenings, holidays, and overtime, and continuation of regular tour of duty. A pre-employment background check and drug screening will be required for this position before a final offer is extended.

HOW TO APPLY

Email resume and cover letter to publicsafetyjobs@brooklaw.edu with Public Safety Officer in the subject heading. No phone calls, please. Applications will be considered on a rolling basis and resumes received without cover letters will not be reviewed.

Benefits

Brooklyn Law School has a competitive Total Rewards packages which includes Medical, Dental, Vision, Life & Disability Insurance, 403(b) Pension, Flexible Spending, Commuter Benefits, Parental Leave. We have a generous time off policy and promote a healthy work/life balance.

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

It is the policy of Brooklyn Law School not to discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital status, genetic information, disability, veteran status, or any other legally protected status under federal, state, or local law. It is also the policy of Brooklyn Law School to take affirmative action to employ, and to advance in employment, all persons regardless of race, color, religion, sex, national origin, age, marital status, genetic information, disability, veteran status, sexual orientation, or any other legally protected status, and to base all employment decisions on legitimate job requirements. This policy shall apply to all employment actions, including but not limited to recruitment, hiring, upgrading, promotion, transfer, demotion, layoff, recall, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship, at all levels of employment.