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4th Class Special Constables – University of Toronto Campus Community Police Service

Scarborough Campus – 2 positions available

Job Opportunity #UTSC-049

The University of Toronto Campus Community Police Service is accepting applications for motivated, dedicated and community-oriented individuals dedicated for the position of 4th Class Special Constable, part of the Ontario Public Service Employees Union, Local 519.

What it means to be a Member of the University of Toronto Campus Community Police Service:

The University of Toronto Campus Community Police Service is a special constable service operating under agreement with Toronto Police Service and Peel Regional Police Services. We are committed to delivering policing and security services that are sensitive to the needs of our community, through collaborative partnerships and teamwork. We are seeking talented individuals who can meet the challenges of community-based policing in Canada's most diverse university environment and who represent its population.

What it Takes to Become a Special Constable:

Minimum Education: You are a high school graduate who has also successfully graduated from a recognized community college or university or has the equivalent combination of education and experience. For those applicants who do not possess a recognized community college diploma or university degree, consideration may be given to those who have three (3) years of related experience in policing, loss prevention or security and can demonstrate a satisfactory knowledge of the laws of Canada and the Province of Ontario.

Minimum Experience: One (1) year of related work experience is desirable; education may be substituted for experience.

Clearances: Must have no criminal convictions without pardon and be able to qualify for, be appointed to and maintain special constable status through background checks conducted by the Toronto Police Service and receive clearance from the Ontario Provincial Police, the Royal Canadian Mounted Police and/or other jurisdictional authorities for access to CPIC and other restricted databases. **Please note: these clearances are a condition of employment and must be maintained.**

Testing: Must be able to pass interviews, a medical examination and psychological testing.

Driver's License & Required Certifications: Must possess a non-probationary, valid Ontario Class G driver's license with a satisfactory driving record (Driver Abstract must be submitted with your application), a valid O.A.C.P. Certificate of Results for Police Constable from Applicant Testing Services Inc. (Must be submitted with your application), a valid Standard First-Aid and Level "C" CPR Certificate.

Communication Skills: Must demonstrate excellent communication skills and have the ability to deal tactfully and effectively with all members of the University community.

Typical Duties of a Special Constable: A campus Special Constable performs foot and mobile patrols, traffic and crowd control duties, escorts University of Toronto personnel property users when required, under supervision investigates crime-related occurrences on University of Toronto property, check the security of University property, reporting any hazardous conditions, assist the public on University property, advising on University of Toronto policies and general information, maintain police notebook, prepare reports, provide security for visiting dignitaries, assist with crime prevention programs and other related duties as required.

Hours of Work & Compensation: Full-time, average 40 hours per week, 12-hour rotating shifts in a 24/7 operation, 365 days/year. Starting Hourly Rate: \$24.85

How to Apply and What to Submit with Your Application:

For confidential consideration, we invite interested applicants to submit their cover letter, resume, O.A.C.P. Certificate of Results for Police Constable, current Driver Abstract and criminal background clearance (pdf or word file) via e-mail to: humanresources@utsc.utoronto.ca quoting Job Opp # **UTSC-049**, no later than **October 4, 2016, 11:59 p.m.** to the attention of Kirsten Campbell, Human Resources Generalist, Human Resource Services, via e-mail at: humanresources@utsc.utoronto.ca (word document or pdf format only.)

Please Note: the Driver Abstract (3 year uncertified) may be ordered on-line through the Service Ontario web site at: <http://www.ontario.ca/driving-and-roads/uncertified-drivers-record>. In addition, the criminal background clearance letter must be obtained from the police service in the jurisdiction in which you reside (if you are unable to obtain the clearance letter by the closing date, please enclose a copy of the receipt of payment).



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