



OAKWOOD UNIVERSITY
EMPLOYEE SERVICES/HUMAN RESOURCES

NOTICE OF AVAILABLE POSITION

POSITION: Captain/Assistant Chief
DEPARTMENT: OU Police Department
STATUS: Full-time (40 weekly hours)

QUALIFICATIONS:

Must have a strongly expressed commitment to Jesus Christ and the teachings of the SDA Church as evidenced by regular SDA Church membership.

- Bachelors degree. May substitute degree for 10 years of experience.
- Minimum of ten years of experience.
- Ability to communicate ideas effectively, including the preparation of reports and logs.
- Ability to exert moderate, though not constant, physical effort.
- Alabama POST certified or ability to obtain certification within 6 months.

BRIEF DESCRIPTION OF DUTIES:

- Ensures total adherence to the policies, rules, and regulation of the department by all personnel.
- Ensures increased efficiency and effectiveness of the department by developing procedures, methods, and policies.
- Performs administrative duties in law enforcement, planning, and operations to include preparing reports and correspondences.
- Monitors budget in assigned areas and oversees equipments.
- Establishes and implements community relations service program; attends events.
- Ability handle a variety of customer service issues with tact and diplomacy in a confidential manner.
- Performs other duties as assigned.



SALARY: Commensurate with education and experience

POSTING DATE: October 2022

CLOSING DATE: Opened until Filled.

HOW TO APPLY: Interested persons must submit employment documents electronically:

- Download the application in **Google Chrome**
- Open application in **Adobe Reader**
- Save and send as attachment with required supporting documents listed below
- You will receive an auto reply confirmation once Employee Services has received your documents

REQUIRED DOCUMENTS:

Completed Employment Application
Vita/Resume
Copy of Degree/transcript

Email: Hroffice@oakwood.edu

Oakwood University participates in 

****OAKWOOD UNIVERSITY IS AN EQUAL OPPORTUNITY EMPLOYER****

RESET

◆ **God First** ◆