



Wingate University Open Position

Founded in 1896, Wingate is one of the fastest-growing independent universities in the state, serving more than 3,600 students on three campuses. We emphasize faith, knowledge, and a spirit of service in all our programs regardless of the field of study. At Wingate, we are committed to an inclusive and welcoming environment for working, learning, and living. As an equal employment opportunity employer, we respect each individual and support the diverse cultures, perspectives, skills, and experiences within our workforce. Wingate's main campus is located on 400 acres of beautiful landscape and is only 25 minutes from the Charlotte metropolitan area. Learn more at www.wingate.edu

Position Title: Campus Safety Officer (full-time)

Position Location: Wingate Main Campus

Position Summary

The Wingate University Office of Campus Safety seeks candidates for a full-time Campus Safety Officer for the evening shift. The Campus Safety Officer promotes a partnership between students, Residence Life Staff, University employees, Town of Wingate Police, and Union County Sheriff's Office. This position performs intermediate safety, crime prevention, resource protection, and community outreach work, involving a variety of general, administrative, community, police-related, and support-duty assignments.

Duties and Responsibilities

- Responds to incidents on campus, determines actions to take, and documents complete written records of incidents to meet Federal and University required requirements; provides immediate updates to Residence Life and the Chief of Campus Safety.
- Completes security rounds, including: unlock and/or lock campus buildings and classrooms as directed and scheduled, including checking windows, doors, equipment, heating/cooling and other areas.
- Ensures parking policy enforcement efforts are performed daily.
- Enforces University policies, guidelines, and procedures; particularly those related to or specifically drafted for the assigned housing community.
- Responds to calls for services for vehicle lockouts, room lockouts, and battery jumpstarts.
- Performs general community policing duties.
- Provides safety for all students, staff, faculty, and visitors of the campus.

Qualifications and Experience

- High school diploma or GED required.
- Valid driver's license required.
- Associate's or Bachelor's Degree preferred.
- 3-5 years of experience in campus safety, law enforcement, emergency services, or security-related fields preferred.
- Knowledge of law enforcement, criminal investigations, emergency management, parking and traffic control, and crowd-control techniques preferred .
- Efficient computer skills preferred.

To apply, submit the following to **Human Resources at careers@wingate.edu**:

- 1) Letter of interest
- 2) Resume
- 3) Contact information for three professional references

EQUAL OPPORTUNITY EMPLOYER: Wingate University abides by all federal and state laws prohibiting employment discrimination solely on the basis of a person's race, color, creed, national origin, religion, age (over 40), sex, marital status or physical handicap, except where a reasonable, bona fide occupational qualification exists. Wingate University is committed to the provisions of the Americans with Disabilities Act and its amendments. Wingate University expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability or veteran status.