



# PLEASE POST

**REGINA ARMSTRONG**  
Superintendent of Schools  
ADMINISTRATION OFFICE

**RODNEY GILMORE, Ed. D.**  
Associate Superintendent for Human Resources  
HUMAN RESOURCES DEPARTMENT

**February 6, 2023**

**JOB POSTING # 8**

## **2022 – 2023 SCHOOL YEAR VACANCIES**

### **Competitive Civil Service Position**

#### **POSITION: SCHOOL SAFETY OFFICERS - Provisional**

**(Permanent appointment contingent upon participating and attaining a reachable score in the next Civil Service exam for this title)**

#### **QUALIFICATIONS:**

Ten years of satisfactory experience as a sworn police officer in the State of New York, as defined by Section 1.20(34) of New York Criminal Procedure Law and continuing possession of a valid New York State driver license

#### **JOB DUTIES:**

- Provide security and protect the safety of individuals and public property in school buildings and on school grounds
- Patrol all areas of school buildings and school grounds, including but not limited to locker rooms, rest rooms, cafeterias, stairwells, hallways, athletic fields and parking lots, on foot and/or using a vehicle
- Maintain order and implement survival techniques in emergencies, such as fire, riot, accident or disturbance, lockdowns, bomb threats and shelter during evacuations
- Report issues of safety, hazardous situations, attempted thefts, unauthorized entries, vandalism, fire or unusual circumstances
- Advise administration on school safety procedures and policies and remain aware of modern developments in the field
- Direct and regulate the flow of traffic; monitor compliance with parking regulations and check identification, as required
- Perform crowd control and maintain the presence of 'authority' during events
- Observe and monitor behaviors and interactions among students, staff and visitors with an eye toward averting and intervening in disruptions and/or misconduct
- Staff and rotate assigned security posts
- Ensure all doors, windows and gates are properly secured; report evidence of tampering or irregularity
- Maintain a school security log of visitors and deliveries; may admit visitors utilizing a computer driven system



- Maintain records and prepare reports
- Render first aid, as required
- May physically restrain individuals engaged in misconduct
- May perform preliminary investigation of possible criminal activity, vehicular accidents and possible threats to safety and security

**COMPENSATION:** Contractual

**CLOSING DATE:** February 17, 2023

***Position subject to Civil Service Approval***

**APPLICATION PROCEDURES:** Candidates may apply on [www.olasjobs.org/longisland](http://www.olasjobs.org/longisland) by submitting a letter of interest and resume or send a letter of interest and resume to:

Rodney Gilmore, Ed. D.  
Associate Superintendent for Human Resources  
HEMPSTEAD PUBLIC SCHOOLS  
185 Peninsula Blvd.  
Hempstead, NY 11550

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