



## Savannah State University Position Description – Public Safety Corporal

### ***POSITION DESCRIPTION***

Position Title: Public Safety Corporal FLSA Status: Non-Exempt  
Reports to: Public Safety Lieutenant  
Department: Public Safety  
Date Prepared: June 4, 2008 (Revised)

### ***BASIC FUNCTION***

This position is to help ensure the safety of Savannah State University students, faculty, staff and visitors and to protect campus property.

### ***NATURE & SCOPE***

This position is one of the first lines of accountability, responsible with providing a safe environment for faculty, staff students and community.

This position requires the incumbent to very flexible, people oriented and have the ability to follow verbal and written instructions and respond instantly.

This position may assist on investigations on an as needed basis. The incumbent is often asked to assist others throughout campus with questions or issues that may arise during the shift.

### ***PRINCIPAL ACCOUNTABILITIES***

- Protects the students.
- Protects the employees.
- Maintains effective interpersonal relationships.
- Ensures the campus community is safe.
- Monitors closely on patrol for any irregular behavior or strange person(s) on campus.

### ***SPECIALIZED KNOWLEDGE AND EXPERIENCE REQUIRED***

This position requires four years of high school or GED equivalent, and post certification from the State of Georgia. Applicant must have excellent customer service skills and high professional standards, including the ability to maintain confidentiality of highly sensitive information.