

**THE UNIVERSITY OF TEXAS HEALTH SCIENCE CENTER AT SAN ANTONIO  
JOB DESCRIPTION**

9-01-98

**POLICE CADET, UNIVERSITY POLICE**

**FLSA: NON-EXEMPT**

**Job Code: 6339**

**SUMMARY**

This position will attend and satisfactorily complete The University of Texas System Police Academy, and qualify for commissioning as a peace officer of The University of Texas System. Responsibilities include successfully fulfilling the academic and physical requirements of the Basic Peace Officer Course conducted by The University of Texas System Police Academy.

**DUTIES**

Performs a combination, but not necessarily all, of the following duties:

- Attends classes and maintains comprehensive notebooks.
- Completes homework assignments.
- Participates in the physical training program, firearms training, and defensive tactics program.
- Is assigned practical problems to apply knowledge gained in the Basic Police Officer Course.
- Actively participates in classroom discussions and group projects.
- Complies with established rules and regulations governing The University of Texas System Police Academy.
- Complies with assignments and instructions given by the Director of Police of The University of Texas System, or by any members of the Academy staff.
- Complies with the policies of respective police departments of component institutions relating to his or her status and attendance at the Academy.
- Adheres to The University of Texas System Police Code of Conduct and to the Rules and Regulations promulgated by the Board of Regents of The University of Texas System.
- Performs other duties as assigned.

**SUPERVISION**

**Received:**

Work is performed under constant supervision of the Academy staff during all phases of the training program.

**Given:**

Provides supervisory responsibilities periodically.

**EDUCATION/EXPERIENCE**

- (1.) Completion of a minimum of 60 semester college hours, with no additional experience needed.
- (2.) Completion of 30 semester college hours, with either one year of continuous employment as a Police Guard, dispatcher, Telecommunications Operator, or parking controller by a component institution within The University of Texas System or two years of active military service.

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### **KNOWLEDGE, SKILLS, AND ABILITIES**

Requires necessary strength and agility to subdue and restrain persons resisting arrest, including the proper use of handcuffs and other restraining devices. Must have adequate hand, arm and upper body strength and ability to safely operate a handgun and/or shoulder weapon with either hand and qualify with same on a prescribed course. Requires agility and endurance to pursue violators on foot, and ability to scale a reasonable barrier or obstruction while in foot pursuit of violator, to include running up and down flights of stairs. Ability to remove an injured or unconscious person of reasonable size from an area of danger. The ability to safely operate an automobile on a public street or highway without the use of any specialized equipment peculiar only to the operator, while utilizing the police radio and emergency equipment such as siren and emergency lights. Must meet the proficiency standards as set forth by the Office of the Director of Police for satisfactory completion of The University of Texas System Police Academy Basic Peace Officer Course and pass the license examination administered by the Texas Commission on Law Enforcement Officer Standards and Education. Must have a valid Texas Drivers License.

### **EQUIPMENT**

As part of the Basic Peace Officer Course, participants will acquire a knowledge of and skill in the use of firearms, criminal investigation equipment, photographic equipment, radio equipment, alarm systems, restraining devices, keys and locks, and emergency vehicle operation.

### **WORKING CONDITIONS**

Work is performed in classroom conditions. Exposure to outside weather conditions during physical training, firearms training and exercises involving practical problems. Some outside training conducted during night hours.

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The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time.

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### **IMPORTANT:**

Any qualifications to be considered as equivalents in lieu of stated minimums require prior approval of the Assistant Vice President for Human Resources.

In accordance with The University of Texas Health Science Center at San Antonio policy (*HOP-Section4.4.1*), job candidates for all Health Science Center positions must undergo a criminal background check before a job offer is made and before the candidate can begin to work.

Information resources including data, information, technology, and software are University resources and must be protected and used in conformance with all applicable laws and policies in accordance with 1TAC 201.13(b) Information Security Standards.