



UNIVERSITY OF SASKATCHEWAN

PROTECTIVE SERVICES

Recruitment Information

OUR MANDATE

Personal Safety and Protection

Emergency Response

Crime Prevention

Conflict Resolution and Problem Solving

Protection of Institutional and Personal Assets

To Participate, through partnerships, in the Collegial Process

To Develop and Promote Communication and Education to Enhance Public Awareness and Safety

To Enforce Federal, Provincial Laws, University of Saskatchewan Bylaws and Authorized Policies



Protective Services offers a new and exciting career, excellent benefits and a competitive salary. Great care is taken to ensure the right people are selected become Special Constables under the Police Act, 1990, and to represent the University of Saskatchewan.

Once selected, you will commence training. The first few months will involve a combination of

classroom and on the job instruction in traffic enforcement, criminal investigations, and court proceedings. You will also receive training in such topics as defensive tactics and officer safety.

As a member of Protective Services, you will be granted a high level of authority, responsibility and community status within both the University of Saskatchewan and the city of Saskatoon.





You may either mail or drop off your fully completed package to the following address:

PROTECTIVE SERVICES
University of Saskatchewan
72 Campus Drive
Saskatoon, Sk, S7H 5B5
Attention: Recruiting
Phone: (306)966-5555

Or visit us on the web at
<http://www.usask.ca/protectiveservices/>

Minimum Requirements

AGE

You must be at least 18 years of age.

CITIZENSHIP

Applicants must be legally entitled to work in Canada at the time of application.

EDUCATION

Post Secondary education with a college diploma/certification in Criminal Justice or Criminology. A combination of education and experience relating to community based policing or security may be considered. Must possess a valid class 5 Saskatchewan driver's license and maintain an acceptable driving record.

SKILLS

Work harmoniously within a team environment and demonstrate effective problem solving skills, ability to understand reports, proficient keyboarding skills with experience in Microsoft Windows environment, demonstrated ability to multi-task in a high paced environment, must possess valid First Aid/CPR Level C Certification, provide a criminal record check. Applicants must possess a thorough knowledge of the University.

Applicants must be proficient in the English language, both verbal and written, as well as demonstrated ability to write legibly.

A proven history of volunteerism, community, and cultural involvement is preferred.

Applicants should have an excellent employment record.

TYPICAL DUTIES

Protective Services provides a wide range of professional reactive and proactive public safety services including resolution, problem solving, crime prevention, investigations, emergency response, crisis intervention and enforcement of the University Regulations and the Provincial and Federal Statutes.

NATURE OF WORK

Reporting to a Community Peace Officer III, this position is a uniformed member of a Campus Operational Team delivering a wide range of safety and policing services. As is typical in the law enforcement position, the incumbent will be involved in high pressure situations with the risk of injury. The work involves working alone, with required emergency communication equipment, patrolling buildings on foot and the grounds on foot and in a patrol vehicle. Incumbent will complete ongoing departmental training.

HEALTH AND PHYSICAL CONDITION

Excellent physical condition is essential.

Applicants should be prepared to pass physical abilities test immediately.

An eight week POPAT Preparation Program is available through the College of Kinesiology. For details contact the College of Kinesiology General Officer at 306-966-1000.



Along with this completed application, please submit the following documents:

- Letter of Intent (cover letter) and Resume including three Letters of Reference
- Photocopy of education transcripts, as well as any other training completed
- Photocopy of valid Canadian Driver's License, as well as Driver's Abstract
- Copy of valid Standard First Aid and Level "C" CPR certification
- Police Security Clearance Letter

Candidates will also be expected to successfully complete the following:

- a) Mental Abilities Appraisal
- b) Written Essay
- c) Fitness Examination (POPAT)

Ensure that all requested documents are included as incomplete application packages will not be considered.

Surname: _____ First: _____ Initial: _____

Date of Birth (YYYY/MM/DD): _____

Date of Application : ____/____/____

Personal Information

Present Address

Street _____

City _____ Prov. ____ Postal Code _____

Phone H) _____ W) _____ C) _____

Permanent Address (If different from above)

Street _____

City _____ Prov. ____ Postal Code _____

Phone H) _____ W) _____ C) _____

E Mail: _____





Begin with your most recent employer. Provide an explanation for all gaps in employment

Employer _____

From(MM/YY) _____ To(MM/YY) _____

Address _____

Position Held _____

Phone _____ Supervisor _____

Reason for Leaving _____

Employer _____

From(MM/YY) _____ To(MM/YY) _____

Address _____

Position Held _____

Phone _____ Supervisor _____

Reason for Leaving _____

Employer _____

From(MM/YY) _____ To(MM/YY) _____

Address _____

Position Held _____

Phone _____ Supervisor _____

Reason for Leaving _____





Highest Grade Completed _____ Diploma /GED Obtained: **Y/N**

Year Obtained _____ Name of Institution _____

Full Address _____

Post Secondary Education: **Y/N** Institution _____

Program or Course _____ No of Years _____

Start Date (MM/YYYY) _____ End Date (MM/YYYY) _____

Degree, Certificate or Licence Awarded? **Y/N**

Post Secondary Education: **Y/N** Institution _____

Program or Course _____ No of Years _____

Start Date (MM/YYYY) _____ End Date (MM/YYYY) _____

Degree, Certificate or Licence Awarded? **Y/N**

Post Secondary Education: **Y/N** Institution _____

Program or Course _____ No of Years _____

Start Date (MM/YYYY) _____ End Date (MM/YYYY) _____

Degree, Certificate or Licence Awarded? **Y/N**

Practical Experience/Skills

Language(s) Spoken _____

Language(s) Written _____

Typing Speed _____ WPM (Approximate)

Computer Applications _____

Other Special Skills, Abilities, and/or Qualifications (Please attach sheet if needed)





Agency _____	Total Hours Volunteered _____
Address _____	
Phone _____	Contact Person _____
Duties _____	

Agency _____	Total Hours Volunteered _____
Address _____	
Phone _____	Contact Person _____
Duties _____	

Agency _____	Total Hours Volunteered _____
Address _____	
Phone _____	Contact Person _____
Duties _____	

I certify that the answers in this application are true and complete to the best of my knowledge. I realize that Protective Services and the University of Saskatchewan will rely on this information in engaging me and in continuing my employment. I also realize that this information may be verified and that any misrepresentation of facts may constitute grounds for dismissal.

Signature of Applicant _____

Date _____



Please list 10 associates/acquaintances that you have known for at least five years:

1. Full Name _____

Phone No. _____ Relationship _____

2. Full Name _____

Phone No. _____ Relationship _____

3. Full Name _____

Phone No. _____ Relationship _____

4. Full Name _____

Phone No. _____ Relationship _____

5. Full Name _____

Phone No. _____ Relationship _____

6. Full Name _____

Phone No. _____ Relationship _____

7. Full Name _____

Phone No. _____ Relationship _____

8. Full Name _____

Phone No. _____ Relationship _____

9. Full Name _____

Phone No. _____ Relationship _____

10. Full Name _____

Phone No. _____ Relationship _____





I, the undersigned, hereby authorize any person, employer, organization or physician to provide any information, opinion, report, records, documents or copies thereof in any form which may be requested in connection with my application for employment with Protective Services of the University of Saskatchewan.

I understand that personal information about me will be used to assess my qualifications and suitability in relation to my application as a peace officer. I consent to the collection, use and examination of all information compiled by Protective Services.

I agree to waive any rights of action against any person or organization providing information or opinions in compliance with this authorization. I hereby acknowledge and declare the terms of this authorization for release of information are fully understood by me.

I also realize that Protective Services and the University of Saskatchewan will rely on this information in engaging me as an employee and in continuing my employment. I realize that this information may be verified, and that any misrepresentation of the facts may constitute grounds for dismissal.

Note: Current University of Saskatchewan employees may have information obtained from their personnel file as well as their supervisor.

Signature

Witness Signature

Print Name

Witness Print Name

Date

Date



I, _____, understand that POPAT is a job related activity test that evaluates my physical capacity, as it applies to police work. The successful completion of this test shows I possess the minimal physical abilities deemed essential for the performance of police work.

I understand POPAT is a physically demanding test, my heart rate will reach maximum levels and may remain there for several minutes, placing me under heavy stress. The test will also challenge my muscular strength and coordination skills. If I have known health problems that would be aggravated by intense exercise, I should refrain from taking the POPAT.

Applicants Declaration

I, _____, understand the instruction and information provided in relation to the POPAT. I am not aware of any medical condition or physical problems that would place me at risk by doing the POPAT.

I understand that successfully completing the POPAT is a condition of my employment with Protective Services.

Signature

Witness Signature

Print Name

Witness Print Name

Date

Date



Dear Physician,

The client who has made an appointment with you has applied for employment with Protective Services of the University of Saskatchewan.

As a pre-requisite, Protective Services applicants must demonstrate a minimum level of fitness. This is to be accomplished by successfully completing a test called the POPAT (Police Officers Physical Abilities Test).

POPAT is a circuit-type test where the applicant must first run six laps of an obstacle course – a distance of about 350 meters. During the run, the applicant must climb stairs, turn sharply left and right, and jump over a rail. The applicant must then fall flat on their stomach and back alternately after vaulting a rail. After this the applicant must push and pull an 80-pound weight for 6 repetitions. This ends the times portion of the test. The applicant is allowed four minutes and 45 seconds to complete this phase of the POPAT. Finally the applicant is asked to lift and carry 100-pound weight for 50 feet. A person failing any one of the items fails the overall test.

Research findings indicate the POPAT elicits a maximum or near maximum heart rate in all participants. These values are attained as early as two minutes into the test. POPAT also has an anaerobic component and blood lactates are elevated at completion.

During the pull and push activities, the applicant grasps a large rope simulating the size of a wrist, to which an 80-pound weight is attached. The applicant then pulls the weight off the floor and shuffles through an arc with a radius of about 6 feet, 6 times, always keeping the weight off the floor. This activity requires upper body strength and muscular endurance.

To minimize the health risk, we are requesting this medical examination to determine whether the applicant is healthy enough to undertake the POPAT.



In your professional opinion, do you consider _____
Applicants Name
to be healthy enough to challenge the POPAT?

___ YES

___ NO

Applicant: Resting Heart Rate _____ bpm
Resting Blood Pressure _____/_____

Additional Comments _____

Physician Signature

City,Province

Physician Print Name

Date

NOTE TO APPLICANT: Be sure to bring this completed form with you when you present yourself for the POPAT testing. You **WILL NOT** be cleared for testing without it. Photo ID is required at time of testing.