



Humboldt State University Police
Parking & Commuter Services

Student Employment Opportunities

Parking Compliance Officer/Door Closer

- Uniformed position, Radio call sign issued
- Enforces campus parking regulations
- Provides motorist assists
- Provides safety escort services
- Reports to Parking & Commuter Services Supervisor
- Provides daily (Sun-Sat) campus exterior door closings between 2130 to 0100 hrs

Background Requirements:

- Personal History Statement
- Questionnaire
- Reference check
- Criminal history check (Live Scan)
- Drug screen
- Department of Motor Vehicle's record check
- CLETS (California Law Enforcement Telecommunications System) confidentiality acknowledgement

Parking Customer Service Assistant

- Provides information/assistance to campus visitors
- Works in the University Police Department &/or the Parking & Commuter Services Office
- Provides applicant fingerprinting services to the public
- Filing & data entry of departmental records
- Reports to the Parking & Commuter Services Supervisor

Background Requirements:

- Personal History Statement
- Questionnaire
- Reference check
- Criminal history check (Live Scan)
- Drug screen
- Department of Motor Vehicle's record check
- CLETS (California Law Enforcement Telecommunications System) confidentiality acknowledgement



Humboldt State University Police Department

Student Employment Application

Interested in the following areas:

- Door Closer Parking Compliance Officer Parking Customer Service Assistant

Name: _____ Today's Date: _____

Address: _____

Phone: _____ Email: _____

Summer Address: _____

Summer Phone: _____ Email: _____

Year in School: _____ Desired minimum–maximum number of hours per week: _____ – _____

Skills (computer, radio, telephone, etc.): _____

Work Experience (attach a résumé, if possible):

Employment Dates	Employer Name, Address, Phone	Duties

Applicant's Certification and Authorization: I certify that the information supplied on this application is true and correct to the best of my knowledge. I agree to have any of the statements checked by Humboldt State University. I authorize the employers listed to provide HSU with information concerning my previous employment and any pertinent work-related information that they may have. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to be considered, to receive and offer, or, if hired, dismissal from the position
Your signature affirms that all information on this application is true to the best of your knowledge:

Signature: _____ **Date:** _____
Required

