



### STUDENT JOB DESCRIPTION

**JOB TITLE:** Public Safety Assistant

**WORK AREA:** City of Worthington, Police Department

**HOURS:** 10-20 per week

**TYPICAL WORK HOURS**  Daytime  Evening  Weekends  
(Check all that apply)

**JOB RESPONSIBILITIES/DUTIES:** enforce City ordinances, patrol parking areas, conduct foot and vehicular patrol of City, identify and arrange for removal of abandoned vehicles, communicate with police department, other duties as assigned. Complete position guidelines are available from Financial Aid Department.

**QUALIFICATIONS:** Must have a valid State of Minnesota Driver’s License, preferred second year law enforcement student, United States citizen

**Will this position require any driving of Minnesota West owned vehicles or a personal vehicle?**  
 Yes  No

**If you checked yes, please be aware that additional paperwork is required before the student is asked to drive.**

**ALL WORK STUDY EMPLOYEES WILL RECEIVE A PERFORMANCE REVIEW UPON COMPLETING 40 WORK HOURS.**

**WAGE RATE:** \$13.00 per hour

**NUMBER OF STUDENTS NEEDED:**

  1   Academic Year        Summer (June-August)

**TO INTERVIEW FOR THIS POSITION, CONTACT:**

**Supervisor:** Rebekah Skogen, Minnesota West, Tim Gaul, Police Department & Myra Onnen, Police Department

**Location:** City of Worthington

**Phone:** 507-223-1330

**Email Address:** Rebekah.skogen@mnwest.edu

**Off Campus Positions:**

Department: City of Worthington Police Department

Mailing Address: 1530 Airport Rd, Suite 300, Worthington, MN 56187

Start Date: ASAP