



CITY OF SALINAS
invites applications for the position of:

Police Officer (Academy Graduate)

SALARY: \$6,874.40 - \$9,212.67 Monthly

DEPARTMENT: Police

OPENING DATE: 09/04/19

THE POSITION:

Becoming a City of Salinas Police Officer represents an outstanding employment opportunity for dedicated and career-minded men and women. The City offers a competitive salary and excellent paid benefits. The City of Salinas Police operates on a Ten Plan (Patrol has rotating weekends off). Officers dictate reports into a 24-hour word processing unit. A variety of specialized assignments are available, including SWAT, Crime Scene Investigator, K-9 Officer, PAL and Hostage Negotiation Team (HNT). Each will receive an additional 5% of base monthly salary while in those assignments.

Qualified candidates will be invited to interview on an on-going basis. Applications with missing documents will be considered incomplete.

Documents required at time of application:

- P.O.S.T. Basic Academy Course certificate* or P.O.S.T. Requalification Course certificate*. Certificate must remain valid by appointment date.

- Applicants who submit a P.O.S.T. Requalification Course Certificate, must submit a valid WSTB*. South Bay WSTB Certificate must accompany application and be valid within 12 months prior to application.

- Certificate must remain valid by appointment date.

Description:

Under direction, utilizes specialized training and equipment to protect life and property by enforcing laws and preventing crimes. Performs related special assignments and other work as assigned.

Distinguishing Characteristics:

This is the entry journey level classification in the City's sworn police officer series. Incumbents may enter the class either as a recruit, academy graduate or lateral status. Police recruits are entry-level positions with little or no related training or experience required. Recruits must complete a State certified Police Academy prior to appointment to probationary status as a police officer. Academy graduates and lateral entry police officers are appointed to full probationary status at time of hire. The police officer class is further distinguished from the police specialist class by the broader, more complex and supervisory assignments of the specialist class.

ESSENTIAL JOB FUNCTIONS:

Management reserves the rights to add, modify, change, or rescind the work assignments of various positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

Patrol Division Assignment

1. Operates a police vehicle, and/or walks a foot beat in patrolling an assigned area.
2. Prevents crimes by communicating with and advising individuals and groups on residential and business district safety practices.
3. Enforces State Penal and Vehicle Code Sections, and other state and local laws and regulations governing public safety.
4. Responds to radio and telephone dispatches and handles activities at the scenes of crimes and other disorders.
5. Investigates and prepares reports on arrests and impounded property.
6. Contacts, questions, and interviews crime suspects, witnesses and other persons; searches and seizes contraband and other types of controlled property.
7. Arrests, transports, supervises and assists in processing detainees and other individuals in custody.
8. Trains in tactical and other departmental assignments, and performs related duties as assigned.
9. Collaborates and works with a wide range of internal departments and external agencies; provides reports, background checks, database inquiries, verification for lost or stolen items including missing persons (Department of Justice validation lists) and other orders or requests.
10. Performs searches of suspects and obtains evidence samples and other necessary information.
11. Performs other duties as assigned.

Other Major Assignments

1. Learns and implements investigative techniques and procedures.
2. May conduct criminal, traffic, narcotic and vice investigations within the Department's Detective Division.
3. Develops leads, apprehends and arrests suspects in connection with felony and misdemeanor crime investigations.
4. Collects and preserves evidence.
5. Patrols high incidence crime areas, utilizing undercover tools and techniques.
6. Investigates and processes juvenile criminal offense matters.
7. Performs community and public relations tasks to support Departmental crime prevention efforts.
8. May perform the duties of Citizen Assistance Officer, as part of the City's and Police Chief's Community Oriented Policing Program.
9. May operate a police motorcycle in the course of performing patrol duties as part of the Department's Motorcycle Unit.
10. May perform the duties of a patrol officer in coordination with a trained canine partner, as part of the Department's Canine Unit.
11. May perform crime prevention and investigation in middle and high schools in the Department's School Resource Program.
12. Assists the Patrol Division as necessary and/or assigned.

MINIMUM QUALIFICATIONS:

Knowledge of:

- City, State and federal laws, statutes, ordinances, and court decisions as pertinent to assigned duties.
- Police department policies, practices, regulations and procedures.
- Law enforcement and crime prevention principles, practices and techniques.
- Human behavioral theories, principles, methods and practices.
- Geographic layout and demographic characteristics of the City.
- Current methods and practices of criminal identification and investigation. Criminal law with particular emphasis on rules of apprehension, search, seizure, arrest and prosecution of persons.
- Narcotics investigation techniques.
- Departmental organization and the functions of the various Divisions.

Skill in:

- Properly handling individuals exhibiting problem behavior, and situations presenting disorder and/or danger to self or others.
- Carrying out orders from supervisors and other senior officers.
- Working effectively with a variety of co-workers and members of the public from a cross-section of educational and socio-cultural backgrounds.
- Demonstrating physical ability and stamina appropriate to perform the duties of the position.
- Reading and interpreting complex technical documents, such as laws, ordinances and court decisions.
- Communicating verbally in a clear concise manner.
- Writing clear and comprehensive reports.

Education: High School Diploma/GED

Licenses and Certifications: A California State Driver's License

SUPPLEMENTAL INFORMATION:

Physical Demands and Working Conditions:

Essential duties require the mental and/or physical ability to maintain physical and emotional conditioning to optimally perform in this position; manual dexterity sufficient to write, type, use telephone, two-way radio, computer, use and control of firearms; see well enough to drive vehicles, read small print on documents and maps, detect subtle shades of color; hearing sufficient to conduct in

person and telephone and two-way radio conversations; speaking ability in an understandable voice with sufficient volume to be heard at fifty feet of distance, on the telephone and in addressing groups; physical agility to push/pull, squat, twist, turn, bend, stoop, reach overhead, climb over obstacles such as fences and walls while running in foot pursuit of a crime suspect; physical mobility sufficient to move in and out of a vehicle repeatedly, sprint from a stand-still; physical strength to carry 30 pounds of equipment on the body for period of at least ten hours per shift, occasionally lift more than 120 pounds, repetitively lift up to 100 pounds; physical stamina sufficient to sit and drive for prolonged periods of time, to carry 30 pounds of equipment worn on the body for ten hour shifts and to repetitively move in and out of a vehicle several times per shift; mental acuity and alertness to collect and interpret data, evaluate, reason, define problems, establish facts, draw rapid valid conclusions, make rapid valid judgments and decisions. Other physical requirements as described the P.O.S.T. Medical Screening Manual.

APPOINTMENTS: Prior to appointment, all candidates must successfully complete a background investigation, polygraph examination, psychological evaluation, Chief's interview, meet the current Police Officer Standards and Testing (P.O.S.T.) medical standard for peace officers, and a drug & alcohol screening test. Candidates must meet the department's pre-employment policy regarding illegal use or possession of drugs. The City reserves the right to use alternate testing procedures if deemed necessary. Police Officers have a probationary period of twelve (12) months. CITY COMMUNICATION REGARDING THE SELECTION PROCESS WILL BE VIA E-MAIL. PLEASE ENSURE THAT YOU HAVE ACCESS TO THE E-MAIL ON YOUR APPLICATION. Finalist interview/assessment will be held with the City of Salinas.

For specific law enforcement questions, contact Officer David Poulin at (831)758-7122 or davidpo@ci.salinas.ca.us. Recruitment/testing questions can be addressed to Maria Avila in Human Resources at (831)758-7231 or maria.avila@ci.salinas.ca.us.

222 Lincoln Avenue
Salinas, CA 93901

Position #19-00027
POLICE OFFICER (ACADEMY GRADUATE)
MA

hrwebmail@ci.salinas.ca.us

Police Officer (Academy Graduate) Supplemental Questionnaire

- * 1. As an applicant with the Salinas Police Department, you are required to complete this Pre-Investigative Questionnaire. The information in this form will be used during the pre-employment screening process in determining your suitability for the position. It is your responsibility to complete this form and provide the required information. You must respond to all questions. Applicants are not expected or required to reveal any medical or disability related information. Answers are also subject to verification by polygraph and/or medical examination including but not limited to, a drug screening. Any false statements or omissions on this form can and often will result in you being removed from the hiring process, the withdrawal of any conditional offer, or be considered for immediate dismissal if an appointment is made. Please acknowledge that you have read the above statement.
 Yes No
- * 2. Have you been convicted of driving under the influence of alcohol or drugs within the past three years?
 Yes No
- * 3. Have you been convicted of driving under the influence of alcohol or drugs two or more times?
 Yes No
- * 4. Have you been convicted of two or more misdemeanor offenses under California law in the past three years?
 Yes No
- * 5. Have you ever been arrested or convicted for Domestic Violence?
 Yes No
- * 6. Have you used or illegally possessed any hallucinogenic, including Ecstasy, within the past seven years?
 Yes No
- * 7. ave you used or illegally possessed marijuana, including but not limited to eatable substances or concentrated cannabis, within the past year?
 Yes No
- * 8. Have you illegally used or possessed any drug not mentioned above, including cocaine and other prescription drugs not prescribed to you, within the past three years?
 Yes No
- * 9. As an adult, have you ever manufactured or cultivated any drug or illegal substance?
 Yes No
- * 10. In the last 12 months have you been informed that you have unsuccessfully completed a background investigation with the City of Salinas Police Department?
 Yes No
- * 11. If a City of Salinas employee recommended that you apply for this position, please provide his/her name and title (if known)

* Required Question