

## **Sand City Police Officer**

### **Salary / Pay Rate:**

\$100,925 - \$128,809 DOQ

### **Job Type:**

Full Time

### **Post Date:**

08/10/2024

### **Expire Date:**

09/15/2024

**Salary Range:** \$100,925 through \$128,809 DOQ

**Closing Date:** September 15th, 2024, by 12:00 PM

**Summary of Duties:** Under direction, utilizes specialized training and equipment to protect life and property by enforcing laws and preventing crimes. In an assigned beat or assignment, responsibilities may include patrolling in a police vehicle or on foot, responding to calls for service, conducting investigations, providing information and assistance to the public, preparing and participating in planned events, preparing for and attending court. Works closely with the community members to preserve the peace and promote public safety. Performs related special assignments or other related work as assigned.

**Distinguishing Characteristics:** This position is open to academy graduates and lateral applicants.

## **Essential Job Functions**

### **Patrol Division Assignment**

1. Operates a police vehicle, and/or walks a foot beat in patrolling an assigned area; operates a radio and assigned equipment.
2. Promotes community policing by communicating with community members regarding potential problems in assigned area; explains laws, ordinances and their rights to residents, in resolving disputes; may attend community meetings and participate in community-based programs.
3. Enforces state, local and federal laws and ordinances governing public safety; issues verbal warnings and citations.
4. Responds to calls for service; resolves disputes; responds to accidents and renders first aid.

5. Prepares and documents cases, completes reports, and may maintain other records as necessary.
6. Coordinates crime scene control and conducts investigations, including search areas for suspects or evidence. Investigations may include duties such as interviews, interrogations, identification of witnesses and victims, obtaining information from surveillance videos, computer data, records department, or other agencies.
7. Pursues and apprehends suspects, transports, supervises and assists in processing detainees and other individuals in custody.
8. Participates in various in-service training, legislatively mandated and California P.O.S.T. mandated training.
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 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.
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. May perform related duties to support and enhance Community Oriented Policing.

### **Minimum Qualifications**

#### **Knowledge of:**

1. City, State and federal laws, statutes, ordinances, and court decisions as pertinent to assigned duties.
2. Police department policies, practices, regulations and procedures.
3. Law enforcement and crime prevention principles, practices and techniques.
4. Human behavioral theories, principles, methods and practices.
5. Geographic layout and demographic characteristics of the City.
6. 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.
7. Narcotics investigation techniques.
8. Departmental organization and the functions of the various Divisions.
9. Community issues and concerns.

10. Principles of community-oriented policing.
11. First Aid.

**Skill in:**

1. Properly handling individuals exhibiting problem behavior, and situations presenting disorder and/or danger to self or others.
2. Carrying out orders from supervisors and other senior officers.
3. Working effectively with a variety of coworkers and members of the public from a cross section of educational and socio-cultural backgrounds.
4. Demonstrating physical ability and stamina appropriate to perform the duties of the position.
5. Reading and interpreting complex technical documents, such as laws, ordinances and court decisions.
6. Showing compassion and empathy towards others.
7. Communicating verbally in a clear concise manner under stressful conditions.
8. Writing clear and comprehensive reports.

**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, 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 in the P.O.S.T. Medical Screening Manual.

The above statements are intended to describe the general nature and level of work being performed and are not intended to be an exhaustive list of all responsibilities, duties and skills which may be required.

**APPOINTMENTS:** Prior to appointment, all candidates must successfully complete a interview/assessment, 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 EMAIL. PLEASE ENSURE THAT YOU HAVE ACCESS TO THE E-MAIL ON YOUR APPLICATION.

**Documents required at time of application:**

1. P.O.S.T. Basic Academy Course certificate\* or P.O.S.T. Requalification Course certificate\*. Certificate must remain valid by appointment date.
2. 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.
3. Certificate must remain valid by appointment date.
4. Resume

**EQUAL OPPORTUNITY EMPLOYER:** The City of Sand City does not discriminate on the basis of race, color, national origin, ancestry, gender, religion, sexual orientation, age, disability, marital status, political affiliation, or any other non-merit factor. The City of Sand City will make reasonable accommodation for the disabled. Requests for accommodation should include an explanation of the type and extent of accommodation needed to participate in the selection process and/or to perform the duties of the job for which they have applied. Requests and recruitment, testing, and specific law enforcement questions can be submitted via email to [mmount@sandcitypd.org](mailto:mmount@sandcitypd.org) no later than the closing date of this recruitment.

**[Employment application](#)**

**[2023-2024 POA MOU](#)**