



# POLICE OFFICER

Lateral Entry and Pre-Service Trained

## THE POLICE DEPARTMENT

The Chief of Police for the City of San Fernando is Anthony Vairo. The Police Facility is located at 910 First Street in the San Fernando Civic Center. The Police Department has approximately 12 non-sworn full-time employees, and 27 sworn employees including the Chief of Police, Lieutenants, Sergeants, Detectives and Patrol Officers.

***“Serving with Honor and Integrity”***

## THE POSITIONS

**LATERAL ENTRY:** In addition to the requirements below, applicant must be currently employed as a full-time sworn paid Police Officer in the State of California with a Municipal, County or State law enforcement agency and have passed that department's probation period. Applicant shall possess a California POST basic certificate.

**PRE-SERVICE TRAINED:** In addition to the minimum qualifications below, applicant must be enrolled at the time of application, or have successfully completed within the twelve month period immediately prior to date of application, a POST approved police officer training academy program; and have not served as a sworn police officer for a law enforcement agency. A reserve police officer training academy is not acceptable. Successful completion of the academy is required prior to appointment.

## RESPONSIBILITIES

Patrol an assigned area for the prevention of crime and the enforcement of laws and regulations. Respond to emergencies as directed by radio and telephone. Investigate unusual or suspicious conditions, traffic accidents, complaints. Make arrests, guard and transport prisoners and question suspects. Prepare reports on investigations, offenses, arrests and other activities. Answer inquiries from the public. Additional special assignments include: Detectives, K-9, and Field Training. Must perform other related responsibilities as assigned.

## QUALIFICATIONS

Entry Level: High School graduation or its equivalent.

## SPECIAL REQUIREMENTS

**LICENSE:** Possession of a valid California Class C driver's license.

**WEIGHT:** In proportion to height.

**HEARING:** Normal

**VISION:** 20/80 uncorrected, correctable to 20/20, normal color and peripheral vision. (As defined by POST guidelines).

**CITIZENSHIP:** Must have applied for citizenship at least one year before application for Police Officer.

Proof of your citizenship application will be required during the selection process. California State law requires these conditions and that citizenship be obtained as soon as possible for continued employment.

**BILINGUAL:** Ability to speak Spanish is highly desirable.

**CONTRACT:** New employees are required to sign a 36 month contract.



## SALARY AND BENEFITS

\$5,696 - \$7,057 Per Month

The City offers the following comprehensive and competitive benefits package for sworn personnel:

**INSURANCE:** Fully paid medical up to 95% of the average cost of the two most expensive PEMHCA plans for Los Angeles Area Region only. Fully paid dental and vision for employees and eligible family members.

**LIFE:** \$50,000 Basic Life and AD&D Insurance provided. Additional voluntary purchase (at group rate) of up to \$100,000 for employee, \$25,000 for spouse, and \$10,000 for each child, with no medical questions asked.

**LONG TERM DISABILITY INSURANCE:** Fully paid Short and Long Term Disability Insurance for employees.

**RETIREMENT:** Public Employees' Retirement System (PERS), 3% at 55 Formula for classic members, and 2.7% at 57 Formula for new PERS members. City pays 9% of classic members' retirement contributions. New members (hired effective 1/1/13) pay the full share of members' retirement contributions.

**SICK LEAVE:** 12 Days Sick Leave per year; maximum accumulation is 800 hours; partial payment of unused sick leave.

**HOLIDAY:** Unit members receive 3.69 paid holiday hours biweekly from 7/1/17 through 6/30/19.

**SCHEDULE:** Desirable 3/12 workweek.

**VACATION:** Two weeks paid vacation; one additional week after 5 years of service, and another additional week after 15 years of service.

**UNIFORM ALLOWANCE:** Unit members receive \$800 uniform allowance per calendar year.

**BILINGUAL BONUS:** \$100 bilingual bonus pay per month to eligible employees.

**CERTIFICATE PAY:** Intermediate POST Certificate: \$200 pay per month; Advanced Certificate or BA/BS Degree: \$200 pay per month; Supervisory Certificate or Masters Degree: \$300 pay per month.

**LONGEVITY PAY:** An additional 3% after 5 years of service; a total of 4% after 10 years of service; a total of 5% after 15 years of service.

## SELECTION PROCEDURE

All applications will be reviewed with the most qualified being invited to an oral interview. Candidates considered for employment must successfully complete a physical agility test, medical examination, including a stress EKG, psychological evaluation and background investigation.

## ELIGIBILITY LISTS

The names of applicants qualifying on all portions of the examination will be entered on an eligibility list in order of their final scores. Each eligibility list is normally used for one year from date established.

## LOYALTY OATH

Candidates are required to take a loyalty oath before starting employment.

## RESIDENCY REQUIREMENT FOR SAFETY PERSONNEL

Within 30 days after permanent appointment, sworn police personnel shall establish and maintain their place of residence within the City or within an area in such close proximity thereto so that upon notification from the City that an emergency exists they can report for work within 30 minutes from the time of the receipt of the notice.

## APPLICATION PROCESS

The City of San Fernando only accepts applications for positions which are currently open. All interested applicants must complete a City application. The City must be in receipt of the completed application prior to the announced filing deadline. Resumes in lieu of applications and incomplete applications will not be considered.

You may complete an application online at: [www.sfcity.org](http://www.sfcity.org) or through e-mail request to: [llopez@sfcity.org](mailto:llopez@sfcity.org). Completed application should be returned to:

*City of San Fernando Personnel Division  
117 Macneil Street  
San Fernando, California 91340  
(818) 898-1220*

## ABOUT THE CITY

Only 23 miles north of downtown Los Angeles, the City of San Fernando is nestled at the foothills of the San Gabriel Mountains in the San Fernando Valley. Incorporated in 1911, San Fernando has a population of approximately 25,000, and is a diverse, family-oriented community of about 2.4 square miles.

San Fernando is surrounded by the City of Los Angeles, but offers a small town atmosphere, and a well-planned blend of residential, commercial and industrial development. Once a land of farms and ranches adjoining the Mission de San Fernando Rey, the City is now a vibrant center of manufacturing and commerce. The community enjoys a sweeping view of the San Gabriel foothills and maintains access to Los Angeles and other commercial centers, thanks to a network of freeways and nearby airports. The weather in San Fernando is Mediterranean, with average annual rainfall of 12 – 17 inches, and 44% humidity. Temperatures range from highs of 90 degrees in summer to lows of 47 degrees in winter.

Public educational opportunities in San Fernando include four elementary schools, a middle school, two high schools, and two adult schools. The City also houses two charter schools and a private junior/senior high school. Los Angeles Mission College, Los Angeles Valley College, California State University at Northridge are close by for higher education. The City combines modern metropolitan conveniences with a close-knit community of friendly, civic-minded residents.

## POLICE DEPARTMENT MISSION STATEMENT

The members of the San Fernando Police Department are committed to excellence in law enforcement. Through the creation of partnerships with the community, we will provide service with honor, integrity and the highest standards of ethics.

***“Serving with Honor and Integrity”***



## **INVITES APPLICATIONS FOR**

## ***Police Officer***

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## SALARY

**\$5,696 - \$7,057  
Per Month**

## FILING DEADLINE:

**Open Until Filled**