

## 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 12-month period immediately prior to date of application, a POST approved police officer training academy program

**ENTRY LEVEL:** The City of San Fernando is also accepting applications for entry level candidates on an on-going basis until all open positions are filled. Priority is given to lateral and preservice candidates as described in this flyer. Entry level candidates must meet the qualifications/special requirements listed and successfully pass the oral interview, a PELLETB written examination achieving a minimum score of 42, and complete the Physical Agilities Test, which includes completing the 1½ mile run in under 15 minutes. Additionally, the process will require passing background review, psychological examination, polygraph and medical examination. Successful candidates may then be sponsored into a local police academy as a police officer recruit.

## 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. Support development of strong community policing relationship working to solve problems through collaborative efforts with our community. Additional special assignments include Detectives, K-9, Field Training, and School Resource Officer. Must perform other related responsibilities as assigned.

## QUALIFICATIONS & SPECIAL REQUIREMENTS

**EDUCATION:** High School graduation or its equivalent.

**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.

**LOYALTY OATH:** Candidates are required to take a loyalty oath before starting employment.



## 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.

## APPLICATION PROCESS

All interested applicants must complete a City application. Resumes in lieu of applications and incomplete applications will not be considered.

You may pick-up an application at San Fernando City Hall (117 Macneil Street, San Fernando); OR via email ([personnel@sfcity.org](mailto:personnel@sfcity.org)); OR you may download an application online ([SFCITY.ORG/Hiring-Now](http://SFCITY.ORG/Hiring-Now)).

Please forward all correspondence and questions to:

***City of San Fernando  
Personnel Division  
117 Macneil Street  
San Fernando, California 91340  
(818) 898-1221***



## **SALARY AND BENEFITS**

*\$6,863 - \$8,504 Per Month*

**INSURANCE:** The City pays the full cost of employee's selected medical insurance plan, not to exceed the premium costs of the third most expensive plan available at each plan level offered by CalPERS for the LA County Region including the statutory PEMHCA minimum. The City pays the full dental and vision insurance for employee and eligible dependents.

**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.

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

**RETIREMENT:** Public Employees' Retirement System (PERS), 3% at 50 Formula for employees hired prior to 9/8/12; 3% @ 55 Formula for those hired effective 9/8/12; and 2.7% @ 57 Formula for new PERS members (hired effective 1/1/13). Effective 07/01/21, classic employees pay, as cost sharing, a total of (3%) of the City's contribution. New members (hired effective 1/1/13) pay the full employee contribution of 50% of the total normal cost.

**SICK LEAVE:** 96 hours per year up to maximum of 800 hours, partial payment of unused accumulated sick leave.

**HOLIDAY:** In lieu of accruing 104 hours of Holiday Leave each year, employees are paid 4 hours per pay period of Holiday In-Lieu pay (non-PERSable).

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

**VACATION:** 90 hours per year for 1-4 years of service (180 hours cap); 135 hours per year for 5-14 years of service (270 hours cap); 180 hours per year for 15 or more years of service (360 hours cap) .

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

**BILINGUAL BONUS:** \$100 per month to eligible employees (bonus paid from the day the employee achieves a passing score on their bilingual exam.)

**CERTIFICATE PAY:** Intermediate POST Certificate: 4%; Advanced Certificate or BA/BS Degree: 4%; Supervisory Certificate or Master's Degree: 2.5%. All percentages are of base salary per month.

**LONGEVITY PAY:** All employees are eligible for 5% after 5 YOS, 7.5% after 10 YOS, and 10% after 15 YOS.

## **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.

## **THE POLICE DEPARTMENT**

The Chief of Police for the City of San Fernando is Fabian M. Valdez. The San Fernando Police Facility is located at 910 First Street, in the San Fernando Civic Center. The Department has approximately 19 non-sworn employees and 31 sworn employees, including the Chief of Police, Lieutenants, Sergeants, Detectives, Field Training Officers, K-9 Officer, Patrol Officers, and School Resource Officer.

### ***"Serving with Honor and Integrity"***

*"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."*

## **FABIAN M. VALDEZ**

### ***POLICE CHIEF***

San Fernando Police Department  
910 First Street  
San Fernando

[SFCITY.ORG/SFPOLICE](http://SFCITY.ORG/SFPOLICE)  
[SFPDRecruitment@sfcity.org](mailto:SFPDRecruitment@sfcity.org)  
(818) 898-1254



***Join the San Fernando  
Police Department***

## **POLICE OFFICER**

The San Fernando Police Department is looking for qualified lateral, pre-service, and entry level peace officers to become part of the San Fernando community and enjoy a rewarding career serving the public.

**SALARY:** \$6,863 - \$8,504 Per Month  
**FILING DEADLINE:** Open Until Filled

