



# **CITY OF MADERA**

## **POLICE OFFICER I**



**ACADEMY LEVEL ENTRY**  
**CURRENT SALARY \$3,792 – 4,840/mo.**

**CONTINUOUS FILING: INTERVIEWS BY APPOINTMENT**

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### **THE POSITION**

The **Police Officer** is responsible for assigned law enforcement duties and responsibilities, performs tasks and duties related to the protection of public health, safety and welfare, and the enforcement of applicable federal, state and local laws; provides traffic enforcement and control; carries out special assignments in a particular phase of police work; performs other related duties as required.

### **EXAMPLE OF DUTIES** *(include but are not limited to the following)*

**Essential duties** of this position involves restraining and subduing individuals; physical performance in the form of lifting, dragging, carrying heavy objects, running, and climbing over obstacles; weapons handling; arrest and detention of persons; administering first aid to the injured; surveillance tasks; decision making; review and recall of information; chemical, drug, and alcohol testing; fingerprinting; inspecting and searching property and persons; operation of patrol vehicle; traffic control; oral communication; mediating disputes; using radio and telephone; written communication and diagramming; and reading.

Upon appointment the officers undergo a departmental field-training program acquainting them with our practices, procedures, and policies. Upon successful completion of the training program the officers will perform general police work. All sworn officers have a twelve-month probationary period. Those persons hired while attending an academy will be as a **Police Officer Trainee** (non-sworn) with a salary of **\$3,169/mo.** Appointment to sworn police officer will be based on overall academy performance and graduation. Academy expenses of candidates hired while attending the academy will become the responsibility of the City from the date of employment.

### **MINIMUM QUALIFICATIONS:** *(The following are minimal qualifications necessary for entry into the classification)*

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a **Police Officer** may be considered qualifying. A typical way of obtaining the required qualifications is to possess a high school diploma or equivalent. Prior experience in law enforcement and successful completion of some college course work in criminology, police sciences or a related field is desirable. **License/Certificate:** Possession of, or ability to obtain, a valid Class C California driver's license and currently attending, or completion of, a POST basic police academy. Specialized assignments may require additional P.O.S.T. certifications as necessary.

Applicants must be 18 years of age at time of appointment, have no felony convictions and must be physically capable of performing all tasks required of a Madera Police Officer. Additionally, applicants must be a United States citizen or show proof of applying for citizenship at least one year prior to application. They must complete citizenship within three years of application for employment.

## **APPLICATION AND SELECTION PROCESS**

Recruitment is on a continuous basis with testing scheduled by appointment. Applications may be obtained from and submitted to Madera Human Resource Department, 205 W. Fourth St., Madera, CA 93637 or visit our website at [www.cityofmadera.org](http://www.cityofmadera.org) (559) 661-5401. In order to insure proper evaluation of your minimum employment qualifications the application must be filled out completely and a copy of the academy completion certificate or enrollment verification attached. Other pertinent documentation may be attached.

You may be eligible for Veterans Preference Points (5 points) dependent upon your qualifying service duty. To be considered for Veterans points you must request, in writing, at the time of application and providing necessary documentation, i.e. DD214.

Applications will be reviewed for minimum qualifications. Those persons who meet the necessary criteria will be called for an oral interview, which is weighted at 100%. Candidates who earn at least 80% on the interview will be placed on the employment eligibility list. Persons selected for further consideration will be offered a conditional appointment pending successful completion of a thorough background investigation, psychological assessment, polygraph examination, and medical evaluation (including a drug screen). Applicants must pass all elements to be hired.

### **BENEFITS**

The City of Madera maintains a competitive and extensive employee benefit package that includes the following.

**HEALTH INSURANCE:** The City provides monthly benefit dollars for employees to put towards medical, dental and vision coverage for the employee and family. This coverage includes an Employee Assistance Plan.

**LIFE INSURANCE:** City paid benefit provides a \$25,000 life insurance policy.

**DEFERRED COMPENSATION:** The employee may elect to contribute to a deferred compensation program. Contributions decrease taxable income and interest is not taxed.

**MEDICARE:** 1.45% paid by the City matched by an employee contribution of 1.45%.

**RETIREMENT:** Employees are members of the California Public Employees Retirement System (CalPERS) Local Safety 3% at 50 plan. The City pays for the entire cost, including the employee's share. For 2005-06, the City's (Employer's) contribution is equal to 29.952%. For 2006-07, the City's (Employer's) contribution is equal to 30.826%. The City does not participate in Social Security.

**\*LONG TERM DISABILITY:** This City paid benefit provides up to 66 2/3 % income protection.

#### **\*INCENTIVE PAY:**

Bilingual English/Spanish Experience/Education:	(Tiered based on qualifications)	\$150/200/250 per month
	POST Intermediate Certificate	2.5%
	POST Advanced Certificate	2.5%
	60 Approved College units	2.5%
	B.A./B.S. degree	5.0%
	<b>Total Possible</b>	<b>12.5%</b>
Detective/FTO Incentive		5.0%
Differential pay for overlap and graveyard shift		\$10 per shift

**\*TUITION REIMBURSEMENT:** Tuition reimbursement \$100.00 per unit, up to \$1,800.00 per year, including books.

**\*SAFETY EQUIPMENT:** All safety equipment is provided by the City including initial soft body armor.

**\*UNIFORM ALLOWANCE:** Uniform allowance of \$39.11 per pay period/\$1,016.86 year.

**\*CALL BACK PAY:** A minimum of three hours of pay at 1.5 rate for call back court appearances; a minimum of four hours at 1.5 rate for all other call back.

**\*OVERTIME:** Compensated at 1.5 times salary rate for all eligible overtime.

**\*STANDBY TIME:** \$40.00 per day

**\*Those benefits marked with an asterisk become available upon appointment to sworn police officer.**

DISABLED APPLICANTS WHO REQUIRE SPECIAL EXAM ARRANGEMENTS SHOULD CONTACT THE HUMAN RESOURCE DEPARTMENT FIVE (5) DAYS PRIOR TO THE EXAM DATE AT (559) 661-5401.

#### **AFFIRMATIVE ACTION / EQUAL OPPORTUNITY / DRUG FREE EMPLOYER**

The provisions of this announcement do not constitute an expressed or implied contract or an offer of employment, and any provisions contained herein may be modified or revised.