EMPLOYMENT OPPORTUNITY

POLICE OFFICER

(LATERALS, GRADUATES, CURRENT ACADEMY STUDENTS)

Annual Salary: $47,523.84- $57,765.52 **Filing Deadline: Open Until Filled**
Bi-Weekly: $1,827.84 -2,221.75 The City reserves the right to extend the filing deadline as necessary.

EXCELLENT BENEFITS – (see detail below), including majority of health premium paid by the City; and City paid dental and vision for employee and dependents. *Retiree coverage:* City pays a portion of retiree medical, dental and vision premiums for employees who retire from the City of Arcata with at least 10 years of service. City contribution increases with each additional year of service.

OTHER PAY – 6% of base salary for POST Intermediate Certificate and an additional 6% for POST Advanced Certificate; 2.5% Bi-lingual pay; 5% when assigned to Drug Task Force, Detective, or K9.

GENERAL STATEMENT OF DUTIES:

This position performs a variety of law enforcement duties in the enforcement of all Federal, State, and local laws and ordinances to ensure the preservation of public peace, prevention of crimes, protection of life and property.

QUALIFICATIONS: At time of application, possess valid verification of the successful completion of a P.O.S.T. approved police academy; possess a valid P.O.S.T. Basic or Recertification Certificate; be currently employed as a Police Officer in California; or be currently attending a P.O.S.T. approved police academy in California.

All applicants must have a valid California Driver's License with a safe driving history; must have graduated from high school or possess a G.E.D. certificate**.** Must be willing to work overtime and on-call, and work rotating shifts which involve relief shifts, days, nights, weekends and holidays. Must be age 21 at time of appointment.

BENEFITS:
RETIREMENT - PERS (3% at 55) - The 9% employee contribution is paid by the Employee. The City of Arcata is a Social Security Agency. **MEDICAL** - The City's workers' compensation coverage is self-funded. The City currently pays the majority of the premium for employee and family **(employee pays $74.91/mo. for a family of 3 or more)** for Medical (Blue Cross), and City pays the entire premium for dental (Delta), and vision (VSP) coverage. Note: There are specific requirements for continuing medical coverage as a retiree. **VACATION** - Accrues at 8 hours per month upon employment and increases with time in service. **SICK LEAVE** - Accrues at 8 hours per month with no limit. Forty-eight (48) hours of Family Sick Leave are also allowed per year and are deducted from employee's accrued Sick Leave. This is not accruable. **BEREAVEMENT LEAVE** – An employee may be granted up to 40 hours per year bereavement leave with pay. This is not accruable. **HOLIDAY BANK** – Shift employees whose schedule requires them to work on observed holidays receive 110 holiday hours each fiscal year. This is not accruable. **FLOATING HOLIDAYS** - 32 hours of floating holiday per year, plus an additional 8 hours floating holiday for fiscal year 2012-2013. This is not accruable. **LIFE INSURANCE** - The City pays the premium on a $50,000 term life insurance policy for eligible employees. **LONGEVITY PAY** – Employee receives an additional 5% of base pay after 5 years and additional 2.5% after 10 years. **DEFERRED COMPENSATION** – Two 457 Deferred Compensation plans available, with City contribution after 1 year employment and increases with time in service. **EQUIPMENT ALLOWANCE** – Employee may be reimbursed up to $250 per fiscal year towards purchase of police-related equipment.

PHYSICAL FITNESS PROGRAM – Eligible for reimbursement of up to $90 every 3 months towards a local health club/fitness center membership. **OTHER BENEFITS** - Other benefits include City-paid membership in an Employee Assistance Program (EAP) for the employee and eligible dependents; an education and training reimbursement program; optional participation in supplemental health coverages through AFLAC; optional participation in pre-tax Unreimbursed Medical and Dependent Care Assistance programs; Quit Smoking and Adoption incentive plans; waiver (if applicable) of City of Arcata water and sewer service charge base rates; and free transportation on the Arcata & Mad River Transportation System for employee and immediate family members.

Although benefits have been reported as accurately as possible, there has been no warranty of complete benefit summary intended. All information provided is subject to the actual terms of the legal documents that control benefit programs.

Please note: Any employee in a classification represented by the Arcata Police Association shall, as a condition of continued employment, either become a member of the Association or, in the alternative, pay to the Association as an agency fee an amount of money equal to the customary initiation fee and monthly dues and assessments of Association members employed by the City. Such obligation shall not commence until after sixty (60) days.

APPLICATION/TESTING PROCESS:

NOTE: *The employment and supplemental applications are part of the testing process.* These materials must be completed and submitted to be considered an eligible applicant. Employment and supplemental applications will be screened to determine: (1) if the candidate meets the minimum qualifications; (2) if it is handwritten or hand printed (not typed); and (3) if it is complete, neat and legible, with minimal spelling errors. If this criteria is not sufficiently met, applicants may be rejected. **Cover letters, resumes, and/or additional materials (other than continuation of information included on application, i.e., applicable employment history) will not be accepted, and will be discarded before the screening process.**

Application materials are available from:

City of Arcata
City Manager's Office
736 F Street, Arcata, CA 95521
(707) 822-5953
or
www.cityofarcata.org

Applicants can view the status of the recruitment process on the Job Opportunities page of our website. All applicants will also receive written notification of the results of the recruitment process.

EQUAL EMPLOYMENT OPPORTUNITY/REASONABLE ACCOMMODATON:
The City of Arcata is an equal opportunity employer and does not discriminate on the basis of race, religion, national origin, ancestry, gender, marital status, sexual orientation, age, disability or on any other non-merit factors in its process of recruitment, selection, promotion or other conditions of employment. In accordance with the Americans With Disabilities Act reasonable efforts will be made during the examination process to accommodate people with special physical or mental requirements. If special accommodations are necessary, please contact the Personnel Department (707-825-2114) prior to the testing date. When indicating you have a special need, one of the following definitions will apply to you. A disabled person is anyone who: (1) has a physical or mental impairment which substantially limits one or more major life activities: i.e., walking, seeing, hearing, speaking, working or learning; or (2) has a record of such impairment; or (3) is regarded as having such an impairment.

- In accordance with the Immigration Reform Act of 1986, the City must verify, once an employment offer has been made, that all persons have written proof of their right to work in the United States.
- All potential City employees must complete a required pre-employment physical examination, receive DOJ fingerprint clearance, and have a satisfactory driving record (if required to drive for city business).

THE PROVISIONS OF THIS BULLETIN DO NOT CONSTITUTE A CONTRACT, EXPRESSED OR IMPLIED, AND ANY PROVISIONS CONTAINED IN THIS BULLETIN MAY BE MODIFIED OR REVOKED.

Posted 10/20/12