



# CITY OF GREENFIELD

Employment Opportunity

## POLICE OFFICER

**Filing Date: Continuous Recruitment**

**Entry Level \$4370 - \$5312 Month**

Plus Benefits



### Definition

Under general supervision, performs a wide variety of patrol and related duties involving the prevention of crime, the protection of life and property and the enforcement of laws and ordinances; conducts investigations, assists in the preparation of cases and testifies in court, serves in specialized departmental roles as assigned; provides information and assistance to the public; and performs related work as required. (A full job description is available at Greenfield Police Department.)

### Required Training and Experience

Equivalent to graduation from high school, completion of an accredited police academy. Some college level course work in criminal justice or a related field is desirable. Must possess a valid California class C Driver's License and have a satisfactory driving record. Must pass Background Investigation and process.

Candidates for Police Officer Entry Level must have completed a P.O.S.T. Certified Basic Academy. Lateral candidates must possess a POST Basic or Intermediate certificate.

### **APPLICATION SELECTION PROCESS:**

**All applicants being considered for employment must submit the following listed documents:**

**City Employment Application**

**P.O.S.T. Certificate**

**DMV driving record printout (issued within 30 days of the date of application)**

**P.O.S.T. Personal History Statement**

**P.O.S.T. Written Exam -Score Results (*waived for laterals*)**

**The application is considered incomplete without any of the above mentioned documents and will not be considered.** A resume may be submitted with the application, but cannot take the place of the application.

Applicants' qualifications will be evaluated on the basis of the information provided on the employment application. The exam process will consist of an oral interview and background investigation process. The City reserves the right to use alternate testing procedures if deemed necessary.

Applicants (waived for laterals) who have taken and passed the P.O.S.T. written exam with a passing score of 48 or above must provide a letter on agency letterhead, stating that the individual has taken the P.O.S.T. test date of the test AND t-score. Test dates older than one (1) year will not be accepted. Social Security numbers are required to confirm test scores with P.O.S.T. Test scores and test dates will be verified with P.O.S.T.

After reviewing the application, candidates who are successful in the screening process will be notified for the oral interview.

**APPLY:** Greenfield Police Department, 599 El Camino Real, P.O. Box 306, Greenfield, CA 93927  
831.674.5111 [www.ci.greenfield.ca.us](http://www.ci.greenfield.ca.us)

**FINAL FILING DATE: Continuous Recruitment**

**PRE-EMPLOYMENT PROCESS:**

Any candidate that is selected will be required to successfully complete a pre-employment process consisting of a Background Investigation, fingerprinting, pre-employment physical (to include drug and alcohol screening), psychological examination, polygraph test and Chief's Interview prior to final appointment. A copy of the City's Drug and Alcohol Testing Policy is available upon request.

**PROBATION:** Eighteen (18) month probationary period.

**SALARY**

Appointments are normally made at the first step. Consideration is given for increase to the second step after successful completion of six (6) months employment. Employees appointed at a higher step will be eligible for consideration for the next step after one year.

**EDUCATION/TUITION INCENTIVE:** Education incentive pay of 2 %% for POST Intermediate Certificate and 2% for POST Advanced Certificate. Reimbursement of up to \$500 per year for authorized and accredited educational classes.

**BILINGUAL (SPANISH) INCENTIVE PAY:** 2%% of base salary. Must pass a test and demonstrate to the satisfaction of the Chief of Police and City Manager, ability to speak Spanish.

**OVERTIME PAY:** Overtime in excess of the standard 80 work period compensated at 1 % of the officer's hourly rate.

**SPECIALTV PAY:** 5% of base salary for a maximum of 10% per assignment.