

## **“WORKING TOGETHER FOR A SAFE COMMUNITY”**

We believe in the value of having our Police Department work in partnership with our community. We have placed the slogan shown above on all of our police vehicles to remind us of the necessity of working together for the common good of the community.

Working in an environment of cooperation with the schools, the churches, the service organizations, the other City departments, the City Manager and the City Council; we can provide a higher quality life for all those living in the community of Cloverdale. This type of community connection brings great job satisfaction. When you add in our great employees, current technology, and lots of training opportunities you can see why we love to work here!

The Police Department consists of a Police Chief, three Sergeants, ten police officers, one Canine Officer, one School Resource Officer and one Canine Officer. Our department also includes Reserve Officers, Non-sworn Dispatch personnel and a Community Service Officer.

We have an updated fleet of Chevy Tahoe's and Ford Explorers and the added benefit to officers that live in the city have the option to take home their police vehicle.

Please come join us and be part of something worthwhile where you can make a difference, and be part of a community.

## **ABOUT THE CITY OF CLOVERDALE**

Cloverdale is a general law city of approximately 8,738 in population within its boundaries, and a service population of 16,000. The city is located in the northern portion of Sonoma County, 80 miles north of San Francisco, along the Russian River on U.S. 101. It is within minutes of fishing, camping, golf, picnicking, hunting, swimming, and boating. Lake Sonoma is only a 10 minute drive from the city. Cloverdale has a City Manager/Council form of government with a five member council.

**THE CITY OF CLOVERDALE IS AN  
EQUAL OPPORTUNITY EMPLOYER.**

**EVERYONE IS ENCOURAGED TO APPLY.**



City of Cloverdale  
PO Box 217  
Cloverdale, CA 95425

**THE CITY OF  
CLOVERDALE  
NOW ACCEPTING  
APPLICATIONS  
FOR  
ENTRY LEVEL  
OR  
LATERAL POLICE  
OFFICER**



## JOB DESCRIPTION:

Police Officers are assigned to the Department's Field Training Program in which they receive field training from an experienced Police Officer prior to assuming full responsibility for the position.

Police Officers initially serve in the Field Operations Division, assigned to one of the various shifts. Officers are responsible for providing general law enforcement and public service duties. In that capacity, the officers respond to calls for service, initiate police action, enforce State laws and local ordinances, conduct criminal and traffic investigations, provide selective traffic enforcement and issue citations, make arrests, prepare reports, testify in court, and perform other related duties as assigned.

## QUALIFICATIONS:

- ENTRY LEVEL: Persons will be considered as entry level candidates who have successfully completed a California POST approved Basic Academy within the last three years, and if selected, will be appointed as Police Officers at the first step in the salary schedule.
- LATERAL ENTRY: Possess or be eligible to possess a California POST Basic Certificate, issued by POST; currently or within the last twelve months, be employed for a minimum of one year as a California Peace Officer as defined by Penal Code Section 830.1. If selected, may be appointed at a higher step in salary schedule.
- EDUCATION: Graduation from high school, GED is acceptable. Desirable to have a minimum of 30 college credits.
- AGE: Twenty-one years old at time of appointment.
- WEIGHT: Proportional to height.
- VISUAL ACUITY: Uncorrected vision of 20/100 or better in both eyes and must be corrected to 20/20. Normal color vision.
- STRENGTH/AGILITY: Possess sufficient strength and agility necessary to perform the duties of a Police Officer.
- LICENSE: Must have a valid California Driver's License at time of appointment.

**ALL INFORMATION AND BENEFITS SHOWN REPRESENT CURRENT CONDITIONS. THEY ARE SUBJECT TO CHANGE. THERE IS NO GUARANTEE EXPRESSED OR IMPLIED.**

## EMPLOYEE BENEFITS:

- SALARY: \$5,832.62—\$7,089.59 monthly
- HOLIDAYS: 135 hours per year (paid in lump sum last payday in Nov). An additional ten (10) hours to be taken as time off (floating holiday)
- VACATION: 130 hours/year— 0 to 24 months of service 150 hours/year— 25 to 60 months of service 180 hours/year— 61 to 120 months of service 210 hours/year— 121 to 180 months of service 330 hours/year— 181+ months of service
- SICK LEAVE: Ten (10) hours each month of employment; accumulation to maximum of 2,000 hours. City will buy back 35% of accrued (but unused) sick time up to 2000 hours upon resignation or retirement.
- WORK HOURS: The Department works a ten (10) hour work day for four (4) days, followed by three (3) days off.
- RETIREMENT: Employee pays their share of contributions toward PERS retirement plan (new members: 2.7%@57; classic members: 3%@50)
- INSURANCE: City pays 95% of employees and dependents share of medical premiums, and 100% dental, vision and life insurance premiums for city sponsored plan in amount of \$5,000 per employee. In addition, City maintains a term life insurance policy for employees in amount of one time the employee's annual base salary up to a maximum of \$50,000.00.
- LONGEVITY: Employees are eligible for longevity pay of 2% of base salary upon completion of 5 years of service, 4% of base salary upon completion of 10 years of service, 6% of base salary upon completion of 15 years of service and 8% of base salary upon completion of 20 years of service.
- UNIFORM ALLOWANCE: Employees receive uniform allowance of \$1,500.00 per year payable annually.
- CERTIFICATE PAY: \$100.00/mo. Intermediate POST  
\$150.00/mo. Advanced POST
- EDUCATION PAY: 1% for every 20 college units toward a job related degree; as approved by the Chief of Police, up to a maximum of 6% for 120 units. Automatic 3% for Associate degree and 6% for Bachelor degree.
- SPECIALTY PAY: 5% for K9 handlers  
5% for FTO or Detective  
\$150 a month bilingual pay  
\$50 a month EMT certificate

## SELECTION PROCESS

The selection procedure will consist of two (2) parts:

Part 1: An oral appraisal interview to evaluate education, training, experience and personal fitness for the position.

Part 2: Candidates successful through Part 1 of the examination and who are considered for appointment will proceed to the screening process which may consist of the following:

1. Police record check
2. DMV driving record review
3. Personal History statement
4. Behavioral Personnel Assessment Device
5. Psychological evaluation
6. Thorough background investigation
7. Polygraph
8. Comprehensive Medical exam
9. Chief's Interview and evaluation

## HOW TO APPLY

Obtain and submit an application by:

- Contacting a Cloverdale Police Dispatcher at 707-894-2150
- Visit the Cloverdale Police Department in person at 112 Broad Street, Cloverdale, CA 95425
- Access and print information from the City website at [www.cloverdale.com/index.aspx?NID=218](http://www.cloverdale.com/index.aspx?NID=218)



# CLOVERDALE

City of Cloverdale Police Department

112 Broad Street

Cloverdale, CA 95425

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