



## POLICE OFFICER (RECRUIT, ACADEMY GRADUATE, LATERAL)

**Continuous recruitment until the position is filled.**

**\*Priority screening date is March 31, 2023**

**\*\*Required applicant materials**

- Cover Letter, Résumé and
- City of King Employment Application and Supplemental Questions <http://www.kingcity.com/employment-opportunities/current-job-openings/>

Submit by email to [recruiting@kingcity.com](mailto:recruiting@kingcity.com) or by mail to  
Human Resources  
212 S. Vanderhurst Ave., King City, CA 93930

*The City of King is an Equal Employment Opportunity Employer*

*\*All completed applicant materials must be received by March 31, 2023 for a guaranteed review. Applications received after this date will be considered on a needed basis until the position is filled.*

*\*\*Applications without the required documents **will not** be considered.*

NOTE: Applicants must complete a thorough background investigation, polygraph exam, medical evaluation, psychological exam and final Chief's interview before being hired as a Police Officer.

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### ESSENTIAL JOB FUNCTIONS

The Police Officer is the working level class responsible for performing the full scope of assigned law enforcement duties and responsibilities under general supervision. This classification is distinguished from the next higher position of Police Sergeant in that the latter is responsible for performance of the more complex and difficult tasks, as well as the supervision of assigned law enforcement activities. The ability to speak fluent Spanish is highly desirable.

Under general supervision performs tasks and duties related to the protection of public health, safety and welfare, and the enforcement of applicable federal, state, and local laws as a patrol officer. Acts as lead investigator, provides traffic enforcement and control, carries out special assignments in a particular phase of police work, performs other related duties as required.

#### **ESSENTIAL FUNCTIONS:** *(include but are not limited to the following)*

- Patrol designated area by car, bicycle or on foot for the safety of the public
- Perform crime suppression and prevention activities
- Observe, monitor, and control routine and unusual traffic situations, including regulation of vehicle flow at accidents, fires, special events, and other emergency or congested situations
- Responds to calls for service for the protection of life and property, enforcement of laws and ordinances, general public service calls, and complaints including those involving automobile accidents, traffic hazards, misdemeanor and felony incidents, domestic disturbances, civil complaints, and related incidents
- Answers complaints including domestic disturbances, health code and local ordinance violations, performs surveillance activities, conducts chemical, drug and alcohol testing, investigates suspicious circumstances. Interviews victims, complainants, and witnesses
- Enforces traffic laws, controls and directs traffic when necessary, performs crowd control, operates

handheld and stationary radar devices, assists in crime prevention activities and the control of juvenile delinquency, serves search warrants and subpoenas, administer CPR and first aid in cases of emergency, issues citations and makes arrests, transports, books and is responsible for the care and custody of detained persons

- Coordinates and conducts complete and detailed investigation of crimes against persons and property, collects, preserves, maintains and processes evidence, takes written statements, prepares required reports and maintains investigative records, serves warrants and subpoenas, testifies in court in connection with prosecution of offenders, contacts and cooperates with other law enforcement agencies as warranted
- Conducts property and building checks for burglary and other criminal activity, responds to questions, concerns and requests for service from the general public, provides information as appropriate and resolves complaints
- Trains and assists less experienced personnel as assigned, may serve as a Field Training Officer, Detective, Range Master, School Resource Officer, or officer in charge in a variety of special program areas.
- Assists with the acquisition and maintenance of equipment, supplies and facilities, including patrol vehicles and office equipment, schedules patrol vehicle maintenance and updates service records
- Establishes positive working relationships with representatives of community organizations, state/local agencies and associations, City management and staff, and the public
- Receives general supervision from a Police Sergeant, or higher-ranking position depending upon assignment. May provide technical supervision for assigned special programs, or as assigned officer in charge

#### **WORKING CONDITIONS:**

Position requires prolonged sitting, standing, walking, running, jumping, reaching, twisting, turning, kneeling, bending, squatting and stooping in the performance of daily activities. The position also requires both near and far vision and acute hearing. Additionally, incumbents may work outdoors in all weather conditions, including wet, hot and cold. The position entails working in hazardous situations, and may involve abusive persons, potential physical violence and the potential risk of exposure to blood borne pathogens in the performance of law enforcement duties. The nature of the work also requires the incumbent to drive motorized vehicles, operate a variety of law enforcement equipment, work in heavy vehicle traffic conditions and often work with constant interruptions.

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

#### **EDUCATION AND EXPERIENCE:**

- Applicants must possess a high school diploma or equivalent
- \*Associate's and/or bachelor's degree is highly desirable

#### **Police Officer Recruit (entry level):**

- At least 21 years of age at time of application
- Valid California Class C Driver's License
- Satisfactory driving record
- Clean criminal history with no misdemeanor or felony convictions
- Past the Pellet B written test with a T-Score of 48 or higher (available through the Police Academy at the South Bay Regional Public Safety Consortium – must be submitted with application)
- Passed the WSTB (physical agility) test with a score of 320 or higher and completed the 1.5 mile run in 16 minutes or less (available through the Police Academy at the South Bay Regional Public Safety Consortium – must be submitted with application)

**Police Officer Academy Graduate:**

All the requirements listed under Police Officer Recruit plus completion of a POST Certified Basic Police Academy.

**Lateral Police Officer:**

- High School Diploma
- \*Associate's and/or bachelor's degree is highly desirable
- Valid California Class C Driver's License
- Satisfactory Driving Record
- Clean Criminal History with no Misdemeanor or Felony Convictions
- Prior law enforcement experience
- Possession of a POST Basic Certificate or greater

**KNOWLEDGE/ABILITIES/SKILLS:** *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

**Knowledge of:**

- Operations and standard operating procedures of a Police Department principles of crime prevention and suppression, modern law enforcement methods and procedures including patrol
- Crime prevention, traffic control and investigation, technical aspects of law enforcement activities, including juvenile programs, record keeping, automated records systems, search and seizure, code violations, care and custody of persons and property
- Care, maintenance, and operation of a variety of law enforcement equipment
- Application of federal, state, and local laws, office procedures, practices
- Basic principles of law enforcement information systems, including computer and applicable software, methods and techniques for record keeping and report preparation and writing, proper English, spelling and grammar, occupational hazards, and standard safety practices

**Ability to:**

Gather, analyze, and evaluate facts and evidence to be able to reach sound conclusions. Act quickly and calmly in emergency situations. Function with a significant degree of independence, meet standards for physical endurance, agility, health and vision. Work flexible hours including weekends and split shifts. Interpret, explain and apply applicable laws, codes and regulations. Communicate clearly and concisely, both orally and in writing. Establish and maintain effective working relationships.

**Skill to:**

Safely and effectively operate a wide variety of law enforcement equipment, firearms, and police vehicles in emergency situations. Operate an office computer and a variety of word processing and software applications.

**SALARY & BENEFITS**

**Salary**

King City Police Officer's Association. Lateral officers may receive additional salary steps depending on experience. Any additional salary steps are at the discretion of the Chief of Police and subject to the provisions of the Memorandum of Understanding between the City of King and the King City Police Officers Association. The salary range is currently \$74,197 – \$99,431 annually.

**Police Officer Recruit** – Entry level candidates who have not completed a POST Certified Basic Police Academy will be compensated at a rate of \$28.88 per hour (\$60,064 annually) while in the Academy.

**Academy Graduate** - Entry level candidates who have completed a POST Certified Basic Police Academy will be compensated at the annual salary prescribed in the Memorandum of Understanding between the City of King and the King City Police Officer's Association, first step \$74,197 annual salary.

**Lateral Officer** - Lateral officers with experience and a POST Basic Certificate or greater will be considered for a higher-level salary start. Refer to the Memorandum of Understanding between the City of King and the King City Police Officer's Association.

### **Benefits**

#### *Vacation*

Employees with less than five (5) years of service – 80 hours annually  
Employees with five (5) years or more of service – 120 hours annually  
Employees with ten (10) years or more of service – 144 hours annually  
Employees with fifteen (15) or more years of service - 168 hours annually  
Employees with twenty-five (25) or more years of service – 200 hours annually  
Vacation shall not be taken until employed by the City for six (6) months.

#### ***Health, Dental and Vision Insurance***

The City currently provides each employee -health, dental and vision insurance. Employees have a monthly \$125 contribution toward the premium for the employee and \$40 per month contribution toward the premium for each dependent up to three (3) dependents.

#### ***Life Insurance***

The City provides term life insurance coverage in the amount of two (2) times annual base salary up to a maximum of one hundred twenty-five thousand (\$125,000) dollars.

#### ***CalPERS/PEPRA Retirement***

- Classic PERS employees are enrolled in PERS with a formula of 2% at 50 Plan
- Employees hired on or after January 31, 2013, are enrolled in the CalPERS/PEPRA plan with a formula of 2.7% at 57 Plan
- Probationary period last for one (1) year from the date of employment

\*See the Memorandum of Understanding between the City of King and the King City Police Officer's Association available at [www.kingcity.com](http://www.kingcity.com) for additional details.

### **SELECTION PROCEDURE:**

To assure maximum objectivity in making the selection the following selection procedure will be followed;

1. All applications will be reviewed to select qualified applicants for testing.
2. A written and/or oral examination will be administered to the qualified applicants.
3. The top candidates will be submitted to the Chief of Police, whose choice for the position will be final.

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**The provisions of this announcement do not constitute an expressed or implied contract, and any provision in this announcement may be modified or revoked without notice.**

**The City of King is an Equal Employment Opportunity Employer and encourages minorities, women, and persons with disabilities to apply. Should you require any accommodation for testing due to a disability, please call the Human Resources Office at (831) 385-3281.**