



# WILLIAMS POLICE DEPARTMENT

Ed Anderson, Chief of Police

## **Invites Applications for:**

**Classification: Police Officer (Lateral, Academy Graduate, or Academy Enrolled)**

**Full/Part Time: Full Time**

**Regular/Temporary: Regular**

**Closing Date: Continuous Recruitment – Open Until Positions Filled**

### **The Position:**

Officers are assigned to perform patrol duties by car, bike, or on foot, under general supervision with the expressed goal of the protection of life and property. An Officer assigned to patrol is responsible for; providing public assistance, answering calls related to traffic incidents and other emergencies, investigating unusual or suspicious circumstances, rendering first aid or assistance to the injured, enforcement of laws and ordinances, maintaining order, preventing crimes, making arrests, serving warrants, issuing citations, preparing reports on activities performed, collecting evidence, testifying in court, and performing other activities and duties as required. Officers routinely conduct follow-up investigations on their own cases and investigate each incident thoroughly.

### **The Department:**

The Williams Police Department was incorporated in 1920 and serves as a generalist agency. The Department consists of twelve full-time sworn and two full-time non-sworn positions. These include the Chief of Police, two Sergeants, two Detectives, six Police Officers, one Youth Outreach Officer, one Police Services Technician and a Police Services Manager. All Patrol Officers work a “4-10” rotating shift schedule allowing each officer exposure to all shifts. Additional duties such as K-9, D.A.R.E. Instructor, G.R.E.A.T. Instructor and Range Instructor are also provided by these positions.

### **The City:**

Williams is a growing rural farming community of approximately 5,300 population. The City is situated in a primarily agricultural area 60 miles North of Sacramento and 100 miles South of Redding at the intersection of Interstate 5 and State Route 20. The City is an important stop for travelers along the I-5 corridor.

Williams is centrally located in the valley, permitting access to hunting, fishing, boating, and other recreational areas within a reasonable driving distance including Clear Lake and the Sacramento River.

### **Qualifications:**

The applicant must possess a P.O.S.T. Basic certificate or be a graduate of a P.O.S.T. certified academy within the last three years and possess a high school diploma or equivalent. A college degree, in

Criminal Justice or Public Administration or a related field is highly desirable. The applicant must be at least 21 years of age, a United States citizen, have no felony convictions, and possess a valid driver's license with a good driving history. The applicant must have the ability to pass a P.O.S.T. background check, medical examination, physical skills test, psychological evaluation, and a drug screening. Experience with Hispanic cultures in an agricultural setting is an advantage. The ability to speak and understand Spanish is strongly desirable.

**Physical Requirements:**

No serious color vision deficiency

Vision not less than 20/100 in each eye, correctable to 20/30

Normal hearing in both ears without correction

Be free of disabling physical conditions or diseases which interfere with the performance of police work

Weight proportioned to height

Emotionally stable and secure

Possess physical ability and strength necessary to perform duties of a police officer

**Salary and Benefits:**

\$4,089 - \$4,971/month (7/2018 - 6/2019)

\$4,192 - \$5,095/month (7/2019 – 6/2020)

80 vacation hours per year for the first five years and increases with service thereafter

12 sick days per year with a 1040 hour maximum accrual

100 holiday hours per year paid annually in a lump sum payment

40 floating holiday hours per year

City pays \$1,500 per month towards employee and dependant health/dental/vision coverage. A \$750 health-in-lieu benefit is available (\$800 as of 7/1/2019).

City paid life insurance policy in the amount of \$25,000

Uniform allowance of \$1,500.00 per year, paid annually in a lump sum payment

Shift differential of 5% paid for swing, night cover, and graveyard shifts

Bilingual pay of \$150 per month to those who qualify

Public Employees Retirement System 2.7% at 57 (New P.E.R.S. members hired after 01-01-2013)

“Classic” employees shall receive 3% at 50 Local Safety formula.

Generous incentives for those who possess college degrees and/or specific P.O.S.T. certificates

**To Apply:**

Applications may be obtained by phone, in person, or on the City website listed below:

Williams Police Department

700 North Street

Williams, CA 95987  
530-473-2661  
www.cityofwilliams.org

**Resumes are not accepted in lieu of City applications.** Completed applications must be received by the specified filing date.

**Selection Process:**

Completed applications are reviewed with qualified applicants placed on file. Qualified applicants are invited to attend oral interviews / written exercises. A panel will review applications, resumes, and written exercises. The panel will conduct interviews and make recommendations to the Chief of Police. The Chief will make the final selection, subject to background, medical, physical, and psychological testing, with confirmation by the City Council.

**Immigration Reform and Control Act:**

To comply with the Immigration Reform and Control Act, all new employees will be required to provide proof of U.S. citizenship.

**Equal Opportunity Employer:**

In accordance with the Americans with Disabilities Act (ADA), if special accommodations are necessary at any stage of the testing process, please provide the Personnel Department with advance notice and your request will be considered.

Note: The provisions of this bulletin do not constitute a contract expressed or implied and may be revoked without notice.