



## CITY OF ESCALON EMPLOYMENT OPPORTUNITY

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### RESERVE POLICE OFFICER

**SALARY RANGE:** Non-benefitted volunteer position, stipend may apply for some specific assignments

**FINAL FILING DATE:** **Continuous Recruitment**

**DEFINITION** Under general supervision, incumbents will perform law enforcement and crime prevention work, control traffic flow and enforce State and local traffic regulations, perform criminal investigation work on special assignments, promote community oriented policing philosophies and perform other duties as required.

**EXAMPLES OF DUTIES** Perform a variety of work in the office and in the field including, but not limited to: Patrols city on an assigned shift in a radio equipped vehicle; Responds to calls for the protection of life and property; Investigates suspicious circumstances, disturbances, burglaries, thefts, accidents and other incidents in which a crime has been or may have been committed; Apprehends, interrogates, and searches suspects and if necessary makes arrests, informing persons of their rights; Interviews witnesses, complainants, and victims; Processes crime scenes for fingerprints, evidence and takes photographs; Gathers and preserves evidence and testifies in court concerning evidence; Prepares reports and keeps records of patrol and other law enforcement activities; Enforces the safe and legal operation of motor vehicles, cautioning drivers and issuing citations where necessary; Assists in training reserve officers and cadets; Controls traffic at the scene of accidents or at city functions; Administers first aid or CPR in emergency situations; Gives talks and makes appearances at schools and benefits; Handles special or rotating assignments as required by the Chief of Police such as responsibility for in-service training for departmental personnel, new officers, reserve officers and cadets.; Other related job duties as assigned.

**KNOWLEDGE AND ABILITIES** Modern police methods and procedures, including patrol, crime prevention, and traffic control; Criminal law, with particular emphasis on apprehension, arrest, and custody of persons accused of misdemeanors and felonies; Rules of evidence pertaining to search and seizure and the preservation and presentation of evidence in Court; Criminal investigation techniques and procedures, including crime scene investigation, interrogation, fingerprinting and photography; Local, State and Federal laws, rules and regulations; Community based policing philosophies; Use and care of firearms.

Remain calm in emergency situations and exercise good judgment; Make careful observations and record important, detailed accounts of any situation; Subscribe to and incorporate the philosophy of community-oriented policing; Gather, assemble, analyze, and evaluate facts and evidence; Draw logical conclusions from information and make proper recommendations; Interpret and apply laws and regulations; Analyze situations quickly and accurately, and take effective courses of action; Prepare clear, concise, and comprehensive written reports; Establish and maintain cooperative relationships with those contacted during the course of work.

### **ABOUT THE POSITION**

The City of Escalon invites applicants for the volunteer position of Reserve Police Officer. The Escalon Police Department offers many opportunities for learning and long-term career growth, our police department has an overarching operational philosophy of community policing as part of their mission to maintain a safe and connected community. The Escalon Police Department is looking for volunteers who will strive to take pride in our community through quality service. A typical Reserve Police Officer performs a recommended 16 hours of volunteer service each month. A Reserve Police Officer can volunteer more than 16 hours a month, if they choose. Although the position is volunteer/non-paid, Reserve Police Officers are eligible for special assignments that include but not limited to community center events, sporting events, call-outs, transports, special events, vacation/sick relief, and other duties designated by the Chief of Police, and there is often a stipend associated with these projects and assignments. The Escalon Police Department is seeking applicants who demonstrate the drive, desire and ability to function as a Reserve Police Officer with minimal supervision. Reserve Officers will work under the direct supervision of a Police Supervisor, Field Training Officer, full time Police Officer or a Level I Police Officer. Exceptional candidates (with

POST Level I certification which have passed a Field Training Officer Program) will have the opportunity to function as a solo officer.

### **EDUCATION AND EXPERIENCE**

Any combination of education, training and experience which is likely to provide the required knowledge and abilities would be accepted for employment. A typical background would include:

#### **Education:**

- Possession of a High School Diploma or its equivalent.
- Two years of college is desired.

### **SPECIAL REQUIREMENTS**

- Successful completion of an approved P.O.S.T. Basic Training Academy (Regular Basic Course, Module III, Module II or Module I).
- Possession of a valid California Driver's License issued by the State Department of Motor Vehicles.
- Must be willing to work rotated shift assignments, weekends, and holidays.

**PHYSICAL DEMANDS** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job the employee must maintain physical ability and stamina to meet police and safety standards including: see well enough to drive vehicles under emergency conditions, make valid identifications, use firearms, detect hazardous situations, write legible reports; hear and speak well enough to converse on the radio, telephone and in person over incident noise, and to be alert to situations of danger; bodily mobility to make rapid transitions from rest to near maximal exertion without warm-up periods, stamina and endurance necessary in the apprehension of combative suspects, use of hands and fingers to write, type reports, utilize safety gear, and drive vehicles under emergency conditions; ability to distinguish hazardous odors; must be able to lift equipment as necessary.

**BENEFITS**—On-call part-time position with no current benefits offered. Paid duties will earn \$26.59 per hour. Level I Reserves who have completed an FTO program are generally hired as full time Police Officers when positions become available.

**SELECTION PROCESS:** Interested individuals must submit a **City application form, Resume, Academy or P.O.S.T. Certificate and cover letter** to:

**City of Escalon, HR Department  
2060 McHenry Ave  
Escalon, CA 95320**

Applications will be rejected if they are incomplete and required documentation is not attached. This is a current open recruitment process. Facsimile copies, postmarks and e-mails will not be accepted. Applicants with the most appropriate qualifications will be invited to an oral examination board. The City of Escalon reserves the right to reject any and all applications.

### **ABOUT THE COMMUNITY:**

Escalon is an attractive City of 7,478 persons in a productive agricultural area of San Joaquin County. The name "Escalon" means "Stepping Stone" in Spanish, and is thus the City's motto, "Stepping Stone to the Central Valley." The City's logo is "Land of Peaches and Cream." Stockton is 22 miles, Modesto 10 miles, Yosemite National Park a two hour drive, and San Francisco 90 minutes away. The University of the Pacific and San Joaquin Delta College are located in Stockton. Modesto Junior College is in Modesto, and California State University Stanislaus is located in nearby Turlock.

### **AN EQUAL OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER**

Persons with disabilities who require special accommodations may contact 209/691-7421. Proof of authorization to work in the United States is required for all employees.