



CITY OF MARTINEZ
invites applications for the position of:

Police Officer - Laterals & Academy Graduates Only

SALARY:	\$33.87 - \$41.04 Hourly \$2,935.61 - \$3,556.64 Semi-Monthly \$5,871.22 - \$7,113.28 Monthly \$70,454.64 - \$85,359.36 Annually
DEPARTMENT:	Police Department
DIVISION:	PD- Patrol & Investigative Services
OPENING DATE:	03/19/18
CLOSING DATE:	Continuous
DEFINITION:	

Note: 4% Salary increase scheduled for 7/1/18

DEFINITION:

Under general supervision, to patrol an assigned beat in the enforcement of law and order; to carry out special assignments in the protection of life and property; and to do related work as required.

REPRESENTATIVE DUTIES:

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Operates an automobile, motorcycle or walks in patrolling an assigned area for the prevention of crime and the enforcement of laws and regulations; responds to radio messages or telephone instructions and appears at scenes of disorder or crime; notes and reports traffic hazards; investigates and prepares reports on accidents, offenses, and damage to property; gives directions and information; makes arrests; issues citations; gives verbal warnings; prepares reports on arrests and property impounded; directs traffic; tries doors to determine whether buildings are locked; inspects establishments providing alcoholic beverages and entertainment; intervenes in private or public disputes to protect the public and maintain order; requests medical attention when necessary; appears in court on and off duty as the arresting officer; transports prisoners; investigates complaints; interrogates persons whose actions are suspicious; reports street lamps not working; sees that objects are removed from streets which might endanger traffic; reports abandoned or damaged vehicles; serves subpoenas; provides escort or guard services for parades or public meetings; participates in training conferences and programs; practices the use of firearms; observes and reports conditions conducive to crime; watches likely locations for wanted persons; writes case reports and a log of activities; occasionally relieves a superior officer and acts for him; supervises the custody of prisoners; fingerprints, photographs, and books prisoners; takes prisoners to court; answers inquiries; keeps records and prepares reports; when assigned operates a motorcycle in traffic enforcement.

QUALIFICATIONS/EDUCATION/EXPERIENCE:

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Minimum: Must be 18 years of age, must have a high school diploma, or G.E.D. certificate. Must have a valid and appropriate California driver's license and a good driving record; must pass a medical examination, including drug screen, and a psychological and background investigation; must have 20/100 vision or better, correctable to 20/30 in each eye.

Desirable: Observe and learn various laws, police procedures, law enforcement techniques and first aid; analyze problems and situations accurately and adopt effective courses of action even in emergency or stressful situations; undergo strenuous physical conditioning; maintain positive business and community relationships. Ability to read and understand departmental policies, rules, instructions, laws, regulations, and police literature, together with an aptitude for law enforcement work; ability to analyze situations and adopt a quick, effective, and responsible course of action; ability to write clear and accurate reports; ability to understand and follow oral directions; ability to learn the use and care of automobiles, motorcycles, and small firearms; keen observation and ability to remember names, faces, and details of incidents; good health, physical endurance and agility; ability to meet height and maintain weight and physical standards established by the City Council; ability to pass polygraph examination.

SUPPLEMENTAL INFORMATION:

SELECTION PROCESS:

This recruitment is open and continuous. Apply immediately. On an as-needed basis to establish a new eligibility list, the selection committee will review and select a number of the most experienced and best qualified applicants to invite for an Oral Board exam (weighted at 100%).

CERTIFICATIONS:

Applicants must submit the following documentation, for their status, with their application:

- Laterals - A Basic P.O.S.T. certificate (or higher level)
- Academy Graduates - A certificate of training completion from a P.O.S.T. Basic Academy

Note: Please have your certificate scanned and ready to upload during your application process as the system will not allow you to make the addition after your application is submitted.

WORKING CONDITIONS:

Patrol works 3/12 schedule, Investigations and other special assignments work 4/10 schedule.

PROBATIONARY PERIODS:

Lateral officers must successfully pass a 12 month probationary period. Police Academy Graduates must successfully pass an 18 month probationary period.

NOTES:

This position is represented by the Martinez Police Officers' Association and is subject to agency shop.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.cityofmartinez.org>

Position #FY15/16-00017
POLICE OFFICER - LATERALS & ACADEMY
GRADUATES ONLY
VF

525 Henrietta Street
Martinez, CA 94553
(925) 372-3522

jobs@cityofmartinez.org

CURRENT BENEFITS

Retirement: California Public Employees' Retirement System (PERS). This position does not participate in Social Security.

- **Classic Members** - Retirement formula of 3% at age 55 for Classic PERS Members with an Employee Contribution of 9%.
- **New Members** – Under the new pension reform law, Public Employees' Pension Reform Act (PEPRA), effective 1/1/13 those defined as New Members of PERS are eligible for a 2.7% at age 57 formula. New Members are required to contribute towards pension; as of 7/1/17 the contribution rate will be 11.5%.
- **Cost Sharing** - Effective July 1, 2018, all bargaining unit members, "Classic" and "New Members", shall pay an additional one percent (1%) toward the CalPERS Employer contribution.

Retirement Health: Employees represented by the Association, who retire for service or disability under PERS, shall receive retirement health benefits in accordance with the PERS Health Plan provisions. The City will contribute the PEMHCA minimum toward the retiree medical premium for member only.

Vacation: Twelve working days annually for the first four years of service. Maximum of 25 days annually at 20 years of service.

Holidays: Eleven days per year.

Sick Leave: Accrued indefinitely at the rate of eight hours per month. PERS credit for unused sick leave upon service retirement.

Health Insurance: The City contracts with the Public Employees' Retirement System for health benefits for this classification. Effective 1/1/18, the City contributes \$685.62 for employee, \$1371.18 for employee +1, and \$1782.56 for family coverage with the employee contributing a portion of the monthly premium. As outlined in the MOU, the City will be moving to a flexible spending account system. Please see the MOU for complete details. MOU available online at www.cityofmartinez.org.

Vision: The City pays the premium for employees and dependent for vision coverage through VSP for those employees electing medical coverage.

Dental Insurance: The City also provides dental insurance through Delta Dental which includes a City paid orthodontic plan covering all eligible family members.

Life Insurance: The City provides life insurance with the benefit of 2x annual salary up to a maximum benefit of \$125,000. Voluntary, supplementary life insurance is available.

Education Incentive: Upon completion of the probationary period, program pays three percent (3%) monthly for an AA or Intermediate POST certificate; six percent (6%) for a Bachelor's degree or Advanced POST certificate; nine percent (9%) for a Master's degree, in addition to base salary.

Supplemental Salary: additional 5% to 5.45% of base pay, see MOU for full details, when assigned as a Detective or Corporal.

Longevity Pay: Five percent (5%) after 15 years, an additional two percent (2%) after 20 years, and an additional two and one-half percent (2.5%) after 25 years.

Uniform Allowance: The City pays nine hundred dollars (\$900) annually.

Shift Differential: Members whose regular shift assignment is night shift shall receive a night shift differential of one hundred and seventy five dollars (\$175) per month.

Professional Development: Members will receive three percent (3%) interim stipend while enrolled in approved college level courses and pursuing a college or university degree.

Bilingual Pay: Employee receives additional \$100/mo for one language or \$200/mo for two or more languages.

Other: Meal allowances, call-out pay, internal promotional program, no-cost on-site gym and health club membership reimbursement benefit.

Please click the link below to view the Memorandum of Understanding (MOU) for the current benefits and working conditions.

<http://www.cityofmartinez.org/civicax/filebank/blobdload.aspx?BlobID=12793>