

City of Suisun City is an equal opportunity employer



## ENTRY LEVEL POLICE OFFICER TRAINEE

**\$27.55/hr. during Academy**  
*Ongoing Continuous Recruitment*

### APPLICATION/SELECTION PROCEDURE

The City of Suisun City utilizes CalOpps.org to accept and process employment applications. To access the online application, please go to [www.Suisun.com/careers](http://www.Suisun.com/careers) and select the appropriate link. Resumes will not be accepted in lieu of the City's official application form, but should accompany the application. All applications and resumes will be reviewed to select those applicants whose qualifications appear to most closely match the requirements of the position. A limited number of qualified applicants may be invited to participate in the subsequent phase(s) of the recruitment process, which may include one or more of the following: written examination, performance examination, assessment exercises, oral interviews, and complete background checks. Meeting the minimum qualifications does not guarantee advancement in the selection process.

### THE POSITION

A temporary, limited term position to no more than 9 consecutive months while receiving accredited academy or Suisun City Police Department training. Under direct supervision, attends a basic Peace Officer Standards and Training (POST) certified training academy to obtain the basic skills and fitness level necessary for performance of Police Officer duties. Instruction is received through academy instructors. General supervision will be received from a Patrol Sergeant or Lieutenant. This position requires a thorough background investigation, voice stress analysis examination, psychological assessment, and a medical exam prior to appointment. The position includes paid Police Academy tuition and required equipment.

### ESSENTIAL JOB FUNCTIONS

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

- Attend and complete a basic POST certified training academy to obtain the basic skills and fitness level necessary for performance of Police Officer duties.
- Perform related duties as required.

### Qualifications

#### ABILITY TO

- Learn various CA laws, police procedures, law enforcement techniques, and first aid.
- Study, read, interpret, and apply police concepts.
- Analyze various situations and problems and take appropriate action.
- Effectively perform work in stressful situations.
- Undergo strenuous physical conditioning.
- Establish and maintain effective working relationships with those contacted in the course of work.

**Education and Experience Guidelines - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:**

**Education/Training:**

Equivalent to graduation from an accredited U.S. high school; passing score on the General Education Development (GED) test; or possession of a two-year, four-year, or advanced degree from an accredited college or university. College course work in police science, criminal justice, or a related field is desirable.

**Experience:**

Not required but desired.

**License or Certificate**

- Possession of a valid California Class C driver license with an acceptable driving record.

**Special Requirements:**

- Must submit proof of a T-score of 42 or higher with application.
- Must be 21 years of age upon completion of academy.
- Must be a United States citizen or meet citizenship requirements.
- Must be of good moral character with no felony convictions.
- Must be lawfully able to possess a firearm.

**Physical demands and working environment:**

*The conditions herein 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 job functions.*

**Environment:** High-stress police training academy environment; indoor classrooms and outdoor physical agility course; exposure to noise, smoke, and fumes.

**Physical:** Physical health, strength, stature and agility to meet physical demands of police work as determined by an agility test and a pre-employment physical exam.

**Vision:** See in the normal visual range with or without correction.

**Hearing:** Hear in the normal audio range with or without correction.

**Benefits:**

Employees in job classes defined as Temporary, Part-Time are subject to the provisions of the City Personnel Rules and Regulations, and the terms of the Temporary / Part-Time Employee Compensation and Benefits Plan. All Temporary, Part-Time employees are enrolled in the Public Agency Retirement System (PARS) in lieu of Social Security and accrue up to 24 hours of sick leave per year.

**COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT (ADA):** With prior notice to the Personnel Department regarding testing or job performance modifications, the City will make reasonable accommodations for qualified applicants and employees with disabilities. Disabled individuals requiring accommodation during the application/hiring process should notify the personnel office.

**IMMIGRATION REFORM & CONTROL ACT:** In accordance with the Immigration Reform and Control Act of 1986, all potential employees will be required to provide proof of United States Citizenship or authorization to work in the United States. The provisions of this bulletin do not constitute an expressed or implied contract. Any provision contained in this bulletin may be modified or revoked without notice.