



There is currently one vacant position in the Police Department. Current city employees who would like to be considered for this position as a lateral transfer must participate in the recruitment process and be certified to the eligibility list.

SELECTION PROCEDURE

Includes, but is not limited to, the following: Submit a completed City of Colton application to (no facsimiles accepted):

Human Resource Office
552 N La Cadena Dr
Colton, CA 92324
(909) 370-5062
www.ci.colton.ca.us

- Those applicants meeting the minimum qualifications will be invited to a written examination.
- Those applicants passing the written examination will be invited to participate in an oral interview.
- Those applicants passing the oral interview will be invited to participate in a physical agility test.
- All successful candidates will be certified to an eligibility list good for one year.
- Appointment is contingent upon passing an extensive background investigation, pre-employment medical examination (including a drug/alcohol screening), psychological testing, fingerprinting, and submission of an original DMV printout indicating current driver's license status and proof of current personal auto insurance.
- The Immigration Reform and Control Act of 1986 requires that all new employees verify identity and entitlement to work in the United States by providing required documentation.

THE PROVISIONS OF THIS ANNOUNCEMENT DO NOT CONSTITUTE A CONTRACT, EXPRESSED OR IMPLIED, AND ANY PROVISION CONTAINED IN THIS BULLETIN MAY BE MODIFIED OR REVOKED WITHOUT NOTICE.

AA/EOE—The City of Colton encourages the application of bilingual persons, women, minorities and persons with disabilities. Upon request, the city will attempt to reasonably accommodate applicants with disabilities.

CITY OF COLTON EMPLOYMENT OPPORTUNITY

POLICE OFFICER TRAINEE

Final Filing Date: Continuous

Salary: \$3,580 - \$4,350 per month + City paid PERS of 4% for 2.7% @ 55 plan; Cafeteria Plan - \$990/month to purchase medical, dental & vision; City paid life and long term disability insurance and employee assistance program.

THE POSITION

Under close supervision of a sworn peace officer, this non-sworn police trainee classification is designed specifically and solely for the purpose of employing police officer candidates in a non-sworn status during the initial formalized basic police officer training phase.

MINIMUM QUALIFICATIONS

Any combination of experience and training that could likely provide the required knowledge and abilities would be qualifying.

Education: Equivalent to completion of twelfth grade, and preferably supplemented by Criminal Justice courses.

Experience: None Required.

License/Certificate: Possession of an appropriate, valid California Class "C" driver's license.

Physical Requirements: Vision: No less than 20/100 corrected to 20/30. Normal color vision. Weight: In proportion to height.

Ability to: Successfully complete a training program for entry level Police Officers. Learn, understand, interpret, and apply laws, regulations, policies and procedures. Learn to use and properly care for firearms. Observe and remember names, faces, numbers, incidents, and places accurately. Think and act quickly in emergencies and judge situations and people accurately. Learn standard broadcasting procedures of a police radio system. Understand and follow oral and written directions. Write clear, concise and comprehensive reports. Establish and maintain cooperative work relationships with those contracted in the course of work. Meet City and P.O.S.T. standards of physical stature, endurance and agility. Meet the requirements for police officer contained in the California State Government Code. Speak English/Spanish highly desirable.

Skill to: Effectively operate a motor vehicle on City streets.

ESSENTIAL FUNCTIONS

May include, but are not limited to the following:

- Participate in and complete a prescribed law enforcement officer training program for the entry level police officers including training in report writing, laws of arrest and seizure, defensive driving, California Vehicle and Penal Codes, officer survival and physical fitness.
- Perform a wide variety of police support duties which may include dispatching and records, duties acting as desk officers and/or assisting in planning and research activities.
- Operate police information equipment including computer system, teletypes and telephone to enter and research information at the direction of a sworn officer or police civilian.
- Assist in processing, packaging, labeling, storing and destroying property and evidence; photocopies, files, indexes and locates police records and related paperwork.
- Ride with officers to observe and learn peace officer responsibilities and techniques.
- Clean and assist in maintenance of police officer's equipment and firearms.
- Performs errands for the department such as transporting information and paperwork to court and district attorney offices.
- Provide traffic direction and control for special events.
- Assist in a wide variety of other tasks in the department as assigned.