



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 a physical agility test.
- Those applicants passing the physical agility test will be invited to an oral interview.
- 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

Final Filing Date: Continuous

Salary: \$4,509 - \$5,479/mo., (P.O.S.T. Intermediate Certificate) - additional 3.5%, (P.O.S.T. Advanced Certificate) - additional 4.5%+ City paid PERS of 9% for 3% @ 50 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 general supervision, performs law enforcement and crime prevention work; controls traffic flow and enforces State and local traffic regulations; performs investigative work and other special assignments; performs a variety of technical law enforcement tasks.

MINIMUM QUALIFICATIONS

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

Education: High school Diploma or equivalent. Must be 21 years of age or older.

License/Certificate: Possession of a valid class C California driver's license. Possession of appropriate POST certificate.

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

Knowledge of: Modern principles, practices, methods, and techniques of public safety. Technical phases of crime prevention and law enforcement including investigation and identification, patrol, traffic control, juvenile delinquency control, record keeping, and care and custody of persons and property. Self-defense tactics. Interviewing and interrogation techniques. Applicable laws, ordinances, and regulations affecting the work of the department. Operational characteristics of firearms and other modern police equipment. Functions and objectives of Federal, State, and local law enforcement agencies. Occupational hazards and standard safety practices. Modern office equipment including a computer and applicable software.

Ability to: Effectively coordinate assigned work activities. Analyze complex community and/or law issues and determine appropriate actions. Communicate clearly and concisely both orally and in writing. Properly interpret and make decisions in accordance with laws, regulations, and policies. Supervise, train, and evaluate assigned staff. Meet and deal with the public tactfully and effectively. Gather, assemble, analyze, evaluate, and use evidence. Think and act quickly and appropriately in emergency situations. Prepare accurate and grammatically correct written reports. Meet the physical requirements necessary to safely and effectively perform assigned duties. Interpret and apply laws and regulations. Make adjustments to standard operating procedures as is appropriate. Work independently. Establish and maintain effective working relationships. Speak English/Spanish highly desirable.

Skill to: Efficiently operate a vehicle at high and normal speeds on city streets. Effectively operate and use a deadly weapon.

ESSENTIAL FUNCTIONS

May include, but are not limited to the following:

- Performs the full array of duties and assignments assigned to classes in the Police Officer series including patrolling assigned areas of the City and monitoring and controlling traffic conditions.
- Demonstrates a full understanding of applicable policies, procedures and work methods associated with assigned duties.
- Patrols the City and responds to all calls for service from the public; answers calls for the protection of life and property, traffic incidents, burglaries, thefts, hold-ups, death, domestic abuse and all other calls; conducts both preliminary and follow-up investigations of crime.

- Prepares detailed reports of arrests made, activities performed and unusual incidents observed.
- Makes arrests as is appropriate; interviews victims and witnesses; interrogates suspects; gathers and preserves evidence; searches and transports suspects to detention facilities; fingerprints suspects.
- Serves warrants and subpoenas; stays abreast of new and existing laws and procedures for processing warrants; retrieves and requests information involving arrests and subpoenas.
- Monitors and enforces City traffic laws; stops drivers and advises them if they are in violation of established laws; issues citations as is appropriate.
- Checks public and private sector buildings and facilities; makes observations and investigates any suspicious activity in and around buildings and facilities.
- Maintains contact with citizens regarding potential law enforcement problems and preserves good relationships with the general public.
- Performs a variety of duties specific to assigned areas of responsibility which may include canine handler duties, field training officer duties, detective duties, identification officer duties, community relations duties and/or supervisory duties.
- As a Canine Handler, performs investigations, apprehends suspects, backs up officers and suppresses criminal activity with the aide of a canine; trains and cares for canines.
- As a Field Training Officer, trains new officers in police duties including traffic enforcement, safety, report writing and department policies and procedures; supervises, trains and prepares schedules for reserves.
- As a Police Detective, coordinates and conducts complete and detailed follow-up investigations of crimes involving juveniles and adults, crimes against persons and property and crimes involving vice, gambling and narcotics violations.
- As a Identification Officer, collects and preserves evidence at the scene of the crime and/or accident; lifts fingerprints; draws sketches; takes photographs; and performs other duties necessary for the attainment of evidence.
- As a Community Relations Officer, develops and presents educational crime prevention programs to the public and at schools; promotes, organizes and implements programs to improve relations between the Police and the community.
- As a Police Officer assigned to the Problem Orientated Policing Program, performs a variety of focused police functions upon a specific area of criminal activity or problem area, which may include apartments, gangs or traffic areas.
- As a POP officer, researches, gathers and analyzes information pertinent to assigned area of responsibility; forwards gathered information to patrol officers and other officers as is appropriate; performs all other police functions within assigned area of responsibility.
- As a POP Officer assigned to traffic, researches, gathers and analyzes information and evidence directly related to traffic collisions and other traffic related problems; makes determinations as to the cause of the accident.
- Contacts and cooperates with other law enforcement agencies in matters relating to the apprehension of offenders and the investigation of offenses.
- Responds to questions and concerns from the general public; provides information as is appropriate and resolves complaints.
- Performs other related duties as required.