Inglewood Police Department

One Manchester Boulevard – Police Personnel 2nd Floor City Hall
Inglewood CA 90301 Phone: (310) 412-5238 Website: www.inglewoodpd.org

2013 Recruitment Information Packet
for:
POLICE OFFICER
Trainee, Pre-Service-Entry and Lateral-Entry

City of Inglewood, CA

One Manchester Boulevard – Police Personnel 2nd Floor City Hall
Inglewood CA 90303 Ph: (310) 412-5238 Web: www.inglewoodpd.org

Announces an Employment Opportunity for a:

POLICE OFFICER TRAINEE

SALARY: $23.55 per hour

THE POSITION OF POLICE OFFICER TRAINEE is a temporary, civilian position, filled by individuals attending a POST approved basic police academy. Upon completion of the academy, the individual will be eligible to be sworn in as a full-time probationary Police Officer. Full-time Police Officers perform a variety of duties in patrol, traffic, investigations, and other specialized assignments.

MINIMUM QUALIFICATIONS: A high school diploma or equivalent; be at least 21 years of age at the time of appointment to the position of Police Officer; vision corrected to 20/25; weight proportionate to height; be able to obtain and maintain U.S. Citizenship within three (3) years of application with the City; and possess a valid California Driver's License at time of appointment.

THE SELECTION PROCESS:

1. **Application Review** (Qualifying Only) The first part of the selection process is a complete review of each candidate's application. Those who meet the necessary qualifications will be invited to the written examination. Applications may be rejected at this phase of the process.

2. **Written Examination** (Qualifying Only) The Written Examination consists of a one-hundred (100) multiple-choice questions based on general knowledge, reading comprehension, detail recognition, and logical number matching.

3. **Physical Agility Test** (Qualifying Only) Candidates passing the written examination with a score of seventy-five percent (75%) or above will be invited to take a physical agility test which will assess the candidate's ability to perform the physical demands of the position.

4. **Structured Oral Interview** (Weighted 100%) Candidates who successfully pass the physical agility test will be invited to a structured oral interview that will consist of a series of situational questions presented by a panel of qualified Police personnel. Candidates will be assessed on oral communication, interpersonal and decision-making skills. A minimum score of seventy-five percent (75%) must be achieved to be placed on the employment eligibility list. The top candidates from the eligibility list will be invited to enter into the background process.

5. **Background Investigation** A thorough investigation of personal history, including, but not limited to, work, education, military, and conviction/criminal history records will be performed. A polygraph examination will be conducted on all candidates entering the background process.

6. **Medical Examination** Prior to appointment, all candidates must successfully complete a required City-paid medical examination, drug screening and psychological evaluation.

TO APPLY: Must complete an official City application; resumes are accepted but not in lieu of the official city application. Applications will be accepted by the Police Personnel Section, located on the 2nd Floor of the City Hall building until a sufficient number of qualified applications have been received. This recruitment may close with or without further notice. Interested parties are encouraged to submit their application materials as soon as possible. The Chief of Police retains the discretion to waive written and physical agility scores, if the candidate has successfully completed each exam within two years of application.

VETERANS CREDIT: Honorably discharged veterans of the United States Armed Forces who receive a passing score on an open competitive exam shall receive five (5) additional points added to their final score. To claim preference points, qualifying applicants must submit their DD-214 with their applications materials.

POLICE OFFICER BENEFITS

POST Certificates
Intermediate- 7.5% - Advanced- 12.5%

Medical Benefits
Employer paid ninety-five percent (95%) for employee and dependents' coverage for medical, one-hundred percent (100%) for psychiatric, vision, and dental/orthodontia.

Holiday Pay
Thirteen (13) days per year. Paid once annually in a lump sum check for up to one-hundred (130) hours of holiday pay in lieu of holiday time off.

Vacation
Maximum accrual of one-hundred thirty six (136) hours annually (hours carry over each year).

Work Schedule
Three (3) days a week /twelve (12) hours per day work schedule for Patrol, four (4) days per week/ ten (10) hours per day for Detectives.

Bi-Lingual pay
$50.00 per pay period

Retirement
2.7% @ 57 CalPERS retirement formula (Safety) for new appointments to PERS.

Life Insurance:
Term Life Insurance, employer paid 100%. Coverage = one (1) x annual salary

Long Term Disability
Union Plan, employer paid 100%.

Longevity
Three percent 3% every five years of service as a full time officer (ex: 3% with 5 yrs, +6% with 10 yrs, +9% with 15 yrs, +12% with 20 yrs, +15% with 25 yrs.

Personal Leave
One day – 3/12 work schedule
Two days – 4/10 work schedule

Bereavement Leave
Three days per occurrence for immediate family members as defined in Memorandum of Understanding.

Retiree Medical
The City will pay eighty percent (80%) of the Kaiser employee only rate medical premium for the employee after fifteen (15) years of service with a trade-in of seven hundred (700) hours of sick/vacation leave time. After twenty (20) years of service, the City will pay one hundred percent (100%) of the Kaiser Employee only rate for the employee with a trade-in of eight hundred (800) hours of sick/vacation leave time.

Sick Leave
One (1) day per month, unlimited accrual, fifty percent (50%) redemption at base salary upon retirement, death or termination after ten (10) years.

Eight Percent (8 %) Lateral Assignment Pay
(Detectives, FTO, K-9, Gang Investigator, Senior Lead Officer, Vice, Narcotics, Motors)

Uniform Allowance
$900/yr. City provides accessories and safety equipment.

NOTE: Effective during the period January 6, 2012 through December 31, 2013, all Police Officer employees shall be required to take 130 unpaid hours of furlough time.

The provisions of this job bulletin do not constitute an expressed or implied contract. Any provisions in this bulletin may be modified or revoked without notice.

In Accordance with the Immigration Reform and Control Act of 1986, all persons hired after November 6, 1986 must verify identity and entitlement to work in the United States by providing required documentation such as a US Passport or valid California Driver's license and a Social Security Card.

The City of Inglewood is an Equal Employment Opportunity Employer complying with the law that forbids discrimination and ensures that everyone is provided equal employment opportunities regardless of Race, Color, Disability, Sex, Religion, Age, or National Origin.

Applications can be downloaded by visiting our website at:

http://www.cityofinglewood.org

CITY OF INGLEWOOD, CA

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An equal opportunity employer

POLICE OFFICER

Lateral & Pre-Service Entry Level

SALARY: $4,738 to $5,782 per month. Appointment may be made at any step within this range based on qualifications and experience.

THE INGLEWOOD POLICE DEPARTMENT is aggressively reshaping and expanding its services to meet the City's culturally diverse needs. This includes numerous specialized units, such as, K-9, bicycle patrol, plain clothes special enforcement team, street narcotics team, transit safety team, gang intelligence unit and four community service centers. There is a critical demand for high caliber candidates who are presently Police Officers or who are academy trained. The ability to speak Spanish or Korean is highly desirable. The City of Inglewood provides the ideal opportunity for career-oriented individuals who are seeking top-notch training, experience, and excellent chances for advancement. After two years in the department, lateral transfers and pre-service employees are eligible for specialized assignments and promotions.

TO QUALIFY FOR LATERAL ENTRY you must be currently employed by a California law enforcement agency for at least one year and have a POST Basic Certificate. **FOR PRE-SERVICE ENTRY** you must be enrolled in a POST Basic Academy or have obtained a POST Basic Academy Certificate within the last three years.

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2. **Written Examination** (Qualifying Only) The Written Examination consists of 100 multiple-choice questions based on general knowledge, reading comprehension, detail recognition, and logical number matching. (Pre-Service Candidates, Only)

3. **Physical Agility Test** (Qualifying Only) Candidates passing the application review will be invited to participate in a physical agility test which will assess each candidate's ability to perform the physical demands of the position.

4. **Structured Oral Interview** (Weighed 100%) Candidates who successfully pass the physical agility test will be invited to a structured oral interview that will consist of a series of situational questions presented by a panel of qualified Police personnel. Candidates will be assessed on their oral communication, interpersonal and decision-making skills. A minimum score of seventy percent (70%) must be achieved to be placed on the employment eligibility list. The top candidates from the eligibility list will be invited to enter into the background process.

5. **Background Investigation** A thorough investigation of personal history, including, but not limited to, work, education, military, Internal Affairs/Complaint History, and conviction/criminal history records will be performed. A polygraph examination will be conducted on all candidates entering the background process.

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OPENS: January 8, 2013 Rec. No. 2013-02

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LATERAL HIRE INCENTIVE PROGRAM

Upon successful completion of probation with the Inglewood Police Department, all police officers or supervisors hired after July 1, 2007, that have served as a sworn Police Officer with another law enforcement agency shall receive:

- Service credit for years of active employment as a police officer on a **year for year basis** up to a maximum of ten (10) years. The years of service with another police agency or agencies shall be considered for calculating longevity pay, vacation and sick leave accrual, lateral transfers, field training officer, and all employment promotions.

- In addition, at completion of probation, the employee shall receive a lump sum credit of sick leave and vacation accrual equal to what he/she would have accrued in a 12 month period based on the years of total service credit calculated according to the current leave accrual schedules.

- Upon successful completion of probation, lateral hires shall receive a one-time credit of forty (40) hours of compensatory time.