



**CITY OF SOUTH GATE**  
invites applications for the position of:

## **Police Recruit**

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**SALARY:** \$4,483.00 Monthly

**OPENING DATE:** 04/20/22

**CLOSING DATE:** 06/05/22 11:59 PM

### **ABOUT THE POSITION:**

*This recruitment process will close on Sunday, June 5, 2022 at 11:59 p.m.  
You are encouraged to apply immediately.*

Under general supervision, to attend the prescribed Basic Police Academy; to maintain acceptable grade levels and to achieve graduation; to participate in any and all field exercises as directed and to do related work as required. While distinctively uniformed as a non-sworn non-peace officer in training, develops minimum qualifications required for a career in police service. Works under the direct supervision of Police Sergeant or higher-ranking position and/or Police Academy staff.

### **EXAMPLES OF ESSENTIAL FUNCTIONS:**

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

Attends Academy classroom instruction on police policies, procedures, weaponless defense, criminal and civil law, physical fitness techniques, use of firearms, arrest procedures, community relations, operation of emergency vehicles and other mandated courses and related subjects; participates in field exercises and physical training routines; keeps and writes notebooks, reports, and other printed material and records; is available and open to the learning process with the goal of Police Academy graduation and eventual meaningful service to the Police Department.

### **MINIMUM & DESIRABLE QUALIFICATIONS:**

#### Qualifications

Any combination of education and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way would be:

#### Education and Experience

Graduation from high school. Must possess a California Class C driver's license and proof of insurance. Must be a citizen of the United States or have applied for citizenship. Must be 21 years of age at the time of application. English/Spanish bilingual skills highly desirable.

This is a terminal class. The recruit must graduate from the Police Academy and fulfill all other requirements, in which case he/she shall advance to the rank of Police Officer. Failure to meet graduation or other requirements shall result in termination.

#### Physical Standards

Height and weight correlations must be in proper proportion according to current medical standards. Normal color vision. Visual acuity of 20/70 in each eye correctable to 20/30 in each eye. Ability to pass a physical endurance and agility examination.

#### Knowledge, Skills, and Abilities

Knowledge of: the organization, operation, rules and regulations of the Police Department; principles and techniques of police administration including traffic control, crime prevention, crowd disturbances and delinquency; rules of evidence; laws, ordinances and regulations affecting the work of the Department including custody of prisoners, arrest and court procedures; criminal investigation and case preparation; technical and administrative phases of crime prevention and law enforcement, including investigation and identification, patrol, traffic control and safety, record keeping and care and custody of persons and property; community policing policies and philosophy; community relations; governmental structure/organization of the City of South Gate and interrelations of the Police Department; principles and practices of personnel management, supervision and leadership.

Ability to: read and understand departmental policies, rules, instructions, laws, regulations and police literature; ability to analyze situations and adopt a quick, calm, effective and reasonable course of action in situations involving emotional or physical pressures; ability to write clear and accurate reports; remember names, faces and details of incidents; ability to establish and maintain effective relationships with others; ability to interact tactfully, effectively and sensitively with City Officials, Officials of other organization, members of other agencies, community organizations, community leaders, the media and especially the public; ability to understand and be sensitive to the needs and concerns of ethnic and cultural groups in the City; and the ability to evaluate sensitive situations quickly and initiate appropriate action to diffuse situations and/or resolve problems.

Skill: in the operation of a variety of office equipment, including computer; ability to type 25 words per minute net.

## **OTHER IMPORTANT INFORMATION:**

#### **California Department of Motor Vehicle (DMV) Pull Notice System**

An incumbent appointed to this position is subject to enrollment in the California DMV Pull Notice Program. The Pull Notice program provides information on the incumbent's driving record and Driver's License status on a periodic basis to the City of South Gate. An employee assigned a City vehicle must acknowledge receipt and understanding of City Administrative Regulations covering the use of City vehicles.

#### **Physical Demands and Work Environment**

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to walk, sit and talk or hear and may stand for extended periods of time. The employee is occasionally required to use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance, stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include normal color vision and the ability to adjust focus. The noise level in the work environment is usually quiet in the office and moderately loud when outdoors. Incumbents are

occasionally exposed to outside weather conditions, traffic, dust, gas, fumes and chemicals.

**Application Packets Must Include:** A fully completed online employment application which:

- Covers at least the past 10 years of employment history (or longer if you have other relevant experience).
- Must be specific in describing your qualifications for this position. Failure to state all pertinent information may lead to elimination from consideration. Stating "See Resume" is not an acceptable substitute for a completed application.

**Selection Process:** All application materials received along with the submitted online application will be reviewed and evaluated. All information supplied by applicants is subject to verification. The testing of Police Officer-Recruit will include the following:

**Written Test:** Qualifying - The written test will be a 100 item multiple choice test.

Candidates must obtain a passing qualifying score on this test in order to proceed to oral interview.

**Oral Interview:** 100%

**Physical Agility:** Qualifying - The agility test is to evaluate the candidate's endurance, strength, agility, and speed.

**Background:** Prospective employees are also subject to and must successfully pass a thorough and extensive background investigation, which will include a polygraph examination. Prospective employees will receive a complete medical examination, including a stress EKG and drug/alcohol screen; and psychological evaluation, prior to appointment.

**Hiring Interview:** Prospective employees will be interviewed by the Chief of Police and must successfully pass this interview to proceed in the process.

- Candidates who successfully complete all phases of the selection process will be placed on an eligibility list. Current and future vacancies will be filled from this list. Lists typically last for 12 months, but may be extended or abolished in accordance with the City's Civil Service rules and regulations.
- The City supports a Drug-Free Workplace.
- New employees must complete a verification form designated by the United States Department of Homeland Security, Citizenship and Immigration Services, that certifies eligibility for employment in the United States of America.
- Individuals who require a reasonable accommodation to participate in any phase of the selection process must make such a request during the application process by notifying the Human Resources Office.

*The provisions of this announcement do not constitute an expressed or implied contract and any provisions contained in this announcement may be modified or revoked without notice.*

### **Equal Opportunity Employer**

The City of South Gate is an Equal Opportunity Employer. In compliance with all applicable Federal and State laws, it does not discriminate on the basis of race, color, national origin, ancestry, marital status, age, religion, disability (mental or physical), medical condition, genetic characteristic or information, sex (including gender, gender identity, gender expression, or pregnancy), sexual orientation (including homosexuality, bisexuality, or heterosexuality), or military or veteran status in its employment actions, policies, procedures, or practices.

### **The City of South Gate**

The City of South Gate is a busy urban community consisting of residential, commercial, and industrial development, spread over 7.41 square miles. It is currently ranked the 79th largest city in California with a population of approximately 97,000. Strategically located along the 710 freeway, the City is just 12 miles southeast of downtown Los Angeles.

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

Human Resources Office, City of South Gate  
8680 California Avenue  
South Gate, CA 90280  
(323) 357-5835

Position #202200314  
POLICE RECRUIT  
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