**City of Parlier**

**POLICE DEPARTMENT**

**HIRING FOR THE POSITION OF**

**cOMMUNITY SERVICES OFFICER**

**sALARY: $34,305 - $43,784**

**(6 step range)**

**Deadline: July 25, 2017 @ 5:00 pm**

**Job Purpose**

Under general supervision of the Police Department, performs various non-hazardous police support work in a non-sworn capacity; to enforce specific ordinances and to relieve sworn police personnel of detailed and routine law enforcement work. Will additionally perform a variety of technical duties in support of the City’s local code enforcement programs with informational and technical advice provided by the City's Building Inspector in reference to: monitoring and enforcing a variety of applicable ordinances, codes, and regulations related to zoning, land use, nuisance housing, building codes, health and safety, blight, graffiti, water waste, and other matters of public concern. Serves as a resource and provides information on City regulations to property owners, residents, businesses, the general public, and other City departments and divisions.

**Qualifications**

One year of work experience involving a high level of public contact. Experience with municipal law enforcement highly desirable. Equivalent to a high school diploma supplemented by specialized training in criminal justice or related field. Have normal hearing. Be of sound physical, mental, and emotional health. Communicate clearly in English both orally and in writing. Be of proportion height and weight. Be a U.S. Citizen or Legal Residency. Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist, climb, and lift 75 lbs.; exposure to noise and outdoors; ability to travel to different sites and locations; availability for shift work, on-call, and stand-by. Bi-lingual (English/Spanish, desirable but not required)

**Certificate or License**

Possession of, or ability to obtain, appropriate, valid California driver’s license.

Successful completion of P.O.S.T. 832 P.C. course within six months of hire.

Possession of, or ability to obtain within one year of appointment, certification as a Code Enforcement Officer issued by CACEO.

**Compensation:**

**Retirement:** CalPERS Classic (2% @ 55) New CalPERS Members (PEPRA, 2% @ 62). Employee pays full employee share. **Health Insurance:** Fully paid health insurance employee, 50% dependent premium (two plans to select from). **Other:**  Employee pays 50% of the dental/vision; fully paid life insurance, long-term disability, and short-term disability. **Vacation:** 3.69 vacation hours per pay period 0-4 years of service; 5.54 vacation hours per pay period 5-10 years of service; 6.46 vacation hours per pay period 11 years of service. **Holidays:** 13 holidays per year; 2 are floating holidays. **Sick leave:** 3.69 hours per pay period, $800 per year uniform allowance. Life Insurance paid by the city. Direct Deposit and Member of State Center Credit Union. Future Wages/Benefits are subject to Memorandum of Understanding (MOU) between the City and the Parlier Police Officers Association.

**SELECTION PROCESS:**

A City application is required and may be obtained from Parlier Police Department, 8770 S. Mendocino Ave; Parlier CA 93648 or by calling (559) 646.6600, 8:00 am to 5:00 pm Monday through Friday. It is also available online @ www.parlier.ca.us click on Human Resources link listed in the ”Departments” link

The examination process may include a written exam, oral examination, chiefs oral interview, medical, background investigation and polygraph. The examination process may be amended or altered at any time without notice by the Chief of Police.

Upon appointment, the employee must successfully complete the require Police Dept. training and serve (12) twelve month probationary period. The employee must demonstrate the ability to satisfactorily perform the work assigned to the position.

**Americans with Disability Act (ADA):** if you are a qualified individual with a disability as defined by the ADA and you need reasonable accommodations to participate in any of the test, you must notify the Human Resources Department at the time of application.

**Note:** the information contained in the announcement is subject to change and does not constitute either an expressed or implied consent.

**The City of Parlier is an equal opportunity employer.**