



CITY OF HAWTHORNE
Human Resources Department
4455 W. 126th Street
Hawthorne, CA 90250
(310) 349-2950
www.cityofhawthorne.org
An Equal Opportunity Employer

EMPLOYMENT OPPORTUNITY

POLICE OFFICER - PRE-SERVICE

*Classified
(Open-Competitive)*

Opens: Thursday, January 7th, 2016
Closes: Until Sufficient Amount of Applications Received
Salary: \$4,863 - \$7,114 per month

BENEFITS/INCENTIVES

The City of Hawthorne provides an excellent benefit package, including:

- City-paid Public Employees' Retirement System (PERS) "3%@50" formula (Classic Members)" and "2.7%@57" formula (New Members)
- "3/12" work schedule
- 95% of medical, dental, optical insurance
- Educational Incentive Program (Up to 20%)
- Bilingual Premium Pay
- Physical Fitness Incentive Program
- Special Assignment Bonus Pay (7%)
- Holidays - 13 City observed holidays annually
- Leaves-Sick leave, family sick leave, vacation leave and floating leave
- Education Reimbursement Program
- Deferred Compensation & 125 Plans Available

The Agency:

The Hawthorne Police Department is a very active, full service agency located in the southwest area of Los Angeles County. The men and women who work for the HPD can expect to be exposed to any number of special assignments and receive specialized training in a variety of areas. The HPD participates in numerous long and short-term multi jurisdictional task force operations and enjoys a reputation as a hardworking department with strong ties to neighboring and allied agencies. Our work is challenging and we get the job done! This position requires the ability to work shift work, evening hours, holidays and weekends.

Filing Date:

Applicants must file a complete and concise City of Hawthorne application. A required city application may be obtained online at www.cityofhawthorne.org, in person from the Human Resources Department - 4455 W. 126th Street, Hawthorne, CA 90250 - or by calling (310) 349-2950. Applications may be accompanied by a resume describing experience, education and training in relation to the requirements of the position, however resumes will not be accepted in lieu of a City employment application. All application materials must be submitted to the Human Resources Department by the final filing date and time. The City of Hawthorne is not responsible for deliveries made by the U.S. Postal Service or any private courier service. Applications arriving after the approved filing date will not be accepted. All applications will be reviewed, but due to the large volume of applications typically received, only those candidates determined to be the **MOST QUALIFIED** on the basis of experience and education, as submitted, will be invited to participate in the selection process.

***Requirements for:
PRE-SERVICE***

- **Candidates must have, within the past (3) three years, completed a California P.O.S.T. accredited Academy, approved by the City of Hawthorne, and MUST ATTACH a copy of current Academy Certificate or diploma to the employment application. In lieu of providing a certificate or diploma, candidates currently attending an accredited academy approved by the City can apply and show proof of their enrollment.**
- **EDUCATION: High school graduation or possession of a G.E.D. College level course work highly desired.**
- **AGE: Minimum age 21**
- **HEARING: Normal and uncorrected**
- **VISION: Minimum 20/80 uncorrected; corrected to 20/30; free from tunnel vision or color blindness in both eyes;**
- **WEIGHT: Proportional to height**
- **CITIZENSHIP: Must meet POST citizenship requirements (You must be a citizen of the United States).**

Testing:

Exam will consist of a 100% weighted interview; a PASS/FAIL physical agility performance test may be required at the discretion of the City of Hawthorne; a comprehensive background investigation (includes polygraph); a psychological evaluation; and a comprehensive medical examination (includes drug screening). Examinations will be conducted as sufficient numbers of qualified applications are received. Candidates will be notified by mail or by telephone as to test dates, times, and locations.

Special Notes:

1. Disabled applicants requiring special testing arrangements should contact the Human Resources Department ***at least two weeks prior*** to the testing date.
2. The Immigration Reform and Control Act of 1986 requires all new employees to show proof of their legal right to work in the United States at the time of hire. Original documentation is required as proof.
3. As a condition of employment, candidates are required to pass a City paid medical exam and drug screening.
4. Proof of valid **California Driver's License** shall be required if the operation of a motor vehicle is required in carrying out the duties of the position.

5. To receive Veteran's Preference, proof of your honorable discharge must be submitted at the time of filing of application (COPY OF DD-214).

EQUAL EMPLOYMENT OPPORTUNITY POLICY: The City of Hawthorne is an Affirmative Action/Equal Employment Opportunity Employer. We are committed to providing all individuals equal opportunity in employment regardless of age, sex, race, national origin, religion, color, ancestry, marital status, sexual orientation, physical or mental disability, medical condition or military service veteran. Women, minorities and disabled individuals are encouraged to apply.

ABOUT THE CITY

***THE PROVISIONS OF THIS JOB BULLETIN DO NOT CONSTITUTE AN EXPRESS OR IMPLIED CONTRACT OR GUARANTEE OF EMPLOYMENT.
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