



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

EMPLOYMENT OPPORTUNITY

POLICE OFFICER – PRE-SERVICE/LATERAL (CLASSIFIED) (OPEN-COMPETITIVE)

PAY: **\$33.24- \$43.97 per hour (\$5,763 to \$7,623 per month)**
Pursuant to Resolution 7960, the starting hourly rate is Step D of the designated pay range effective July 1, 2018.

OPENED: **Monday, July 1, 2019**

FILING DEADLINE: **Continuous**

In addition to pay, the City of Hawthorne offers a competitive benefit package that includes: City paid medical and dental insurance and basic life insurance coverage of \$50,000, City paid leave, enrollment in the California Public Employees' Retirement System (CalPERS), education achievement and physical fitness incentive programs, tuition reimbursement; Flexible Spending Account, Deferred Compensation, and other optional benefit plans.

THE DEPARTMENT

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 Hawthorne Police Department can expect to be exposed to any number of special assignments and receive specialized training in a variety of areas. The Hawthorne Police Department participates in 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. *This position requires the ability to work shift work, evening hours, holidays and weekends.*

QUALIFICATIONS

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. High school graduation or possession of a G.E.D. College level course work highly desired. Minimum age 21. Hearing must meet the normal and uncorrected range. Vision must meet minimum 20/80 uncorrected; corrected to 20/30; free from tunnel vision or color blindness in both eyes; Weight to be proportional to height. Must meet POST citizenship requirements (You must be a citizen of the United States).

Physical Abilities & Environmental Conditions: Work is performed both in and outdoors with exposure to seasonal climate and weather conditions. Exposure to slippery surfaces, dust, dirt, and odors are conditions frequently encountered. An incumbent must constantly work with noise from traffic and police radio. Requires normal and uncorrected hearing; minimum 20/80 uncorrected vision or corrected to 10/30 to, must be free from tunnel vision or color blindness in both eyes; weight in proportion to height; and ability to speak and smell. Requires constant arm and leg movements for driving, walking, standing, and sitting for short to prolonged periods of time; safe mobility involving use of various functional body parts and extremities for bending, stooping, lifting, running, jumping, leaning, squatting, climbing, crouching, kneeling, crawling, turning, and twisting; the ability to safely push, pull, carry, and drag up to 100 pounds with or without assistance; reach above and below shoulder level; both light and firm grasping; finger dexterity to write, manipulate certain work tools or equipment, operate patrol vehicle control switches for lights, sirens, or radio, computer keyboard, and to manually check weapons or perform safety checks to maintain operational condition; foot manipulation to operate accelerator or brake pedals of a police vehicle with the right or left foot or to use the foot as an aide to control suspect's foot while patting down a suspect. The ability to feel for patting down a suspect's body to determine level of warmth to test or confirm evidence of fire or feel body for warmth or pulse. Physical abilities of the position may expose an incumbent to blood, bodily fluids, or communicable diseases.

SELECTION 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 number of qualified applications are received. Candidates will be notified by mail or by telephone as to test dates, times, and locations.

Any applicant requiring reasonable accommodation during the selection process due to a qualified disability must inform the Human Resources Office at (310) 349-2950 at least 72 hours in advance of the need for accommodation.

For appointment consideration, those candidates who successfully complete the selection process will be listed on an Eligible List. Note: For Veterans Preference, proof of honorable discharge (copy of DD214) must be submitted at the time of filing the City required employment application.

APPLICATION

The required application materials may be obtained at www.cityofhawthorne.org or at the City of Hawthorne Human Resources Department located at 4455 W. 126th Street. Office hours are Monday – Thursday from 7:30 a.m. to 5:30 p.m. and on alternate Fridays from 7:30 a.m. to 4:30 p.m.

COMPLETED APPLICATIONS MAY BE SUBMITTED IN PERSON, VIA E-MAIL AT HR @CITYOFHAWTHORNE.ORG OR BY FAX AT 310-978-9860.

Note: *A resume will not be accepted in lieu of the completed required City application form.*

All applications will be reviewed and evaluated based on information submitted at the time of filing to determine the level and scope of the applicant's preparation for the position. All information provided is subject to verification. An incomplete or illegible application may be rejected from consideration.

Prior to a conditional offer of employment, a comprehensive background investigation, including a polygraph exam and fingerprinting will be conducted. A psychological assessment will be scheduled following the completion of the background investigation (with acceptable results). Upon the issuance of a conditional offer of employment, a job-related pre-placement medical exam with the City's industrial medical provider is required and will include a drug screen. **Note: An applicant who is not successful in completing any portion of the background investigation shall not be considered for a period of six months. Following that period, an applicant may re-apply for consideration during an open/competitive recruitment for the position.**

Note: An applicant who is not successful in completing any portion of the background investigation process will have to wait a minimum of 6 months to re-apply.

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