

POLICE OFFICER



SALARY RANGE

**\$78,384 TO \$101,076 ANNUALLY
PLUS FULL BENEFITS PACKAGE**

ABOUT THE DEPARTMENT

The Albany Police Department is a service-oriented agency whose members take pride in their proactive response to crime, disorder, and quality of life issues. This approach recognizes our community's high expectations for professional police services and has sustained a positive relationship with the community for many years.

A Chief of Police, appointed by the City Council, manages the department which is organized into two divisions: The Patrol Division and Support Services Division. The divisions are comprised of 26 sworn police officers assisted by support personnel, including dispatchers, clerk typists, parking enforcement and police services technicians. Patrol Division officers are currently divided into four teams. Each team works a 3/12 schedule. Assignment opportunities may include Detective, Field Training Officer, Firearms/Survival Training Officer, Traffic Officer, Bicycle Team, Tactical Response Team, and Hostage Negotiation Team. The Department has an active in-service training program that regularly meets or exceeds POST mandated continuing professional training standards.

ABOUT THE CITY

Albany, California is a city of 18,800 residents located in the greater San Francisco Bay Area. The City is dedicated to maintaining its small-town ambience, responding to the needs of a diverse community, and providing a safe, healthy, and sustainable environment. Surrounded by the San Francisco Bay to the west, the Berkeley Hills to the east, and the communities of Berkeley, El Cerrito, Kensington, and Richmond, Albany's 1.7 square miles offer a fascinating diversity.



EXAMPLE OF DUTIES

Police Officers are responsible for a variety of law enforcement activities during an assigned shift. Duties include patrol, investigation, traffic enforcement, crime prevention, report writing, and testimony in court. Police Officers may be assigned to work overtime and may work odd hours, rotating shifts, and work on holidays and/or weekends.

- ◆ Patrol an assigned area of the city by foot or car. Respond to calls for service from the public. Conduct preliminary investigations involving juveniles and adults, crimes against persons or property, and crimes involving vice, gaming, and narcotics violations. In the course of preliminary investigations, gather, preserve, and handle evidence according to department policies and procedures.
- ◆ Monitor unusual traffic conditions to assure public safety and efficient flow of traffic. Stop vehicles whose operators are in violation of the law. Issue citations and testify in court.
- ◆ Make arrests of persons violating the law. Conduct interviews with victims, suspects, witnesses, and complainants. Prepare a variety of reports including those related to arrests and unusual incidents.
- ◆ Answer inquiries from the general public regarding a variety of law enforcement and non-police matters. Check schools, public and commercial buildings, and shopping centers for physical security. Maintain contact with citizens regarding law enforcement problems and preserve a good relationship with the public.
- ◆ Receive, search, book, fingerprint, transport prisoners to the station, the County Jail, or other holding facilities as necessary. Perform related duties as assigned.

MINIMUM QUALIFICATIONS

- ◆ Possession of a high school diploma or GED.
- ◆ Possession of a California POST Basic certificate or a certificate of completion from an accredited California POST police academy awarded or renewed within the past 36 months.
******OR******
- ◆ Must be enrolled in a accredited California POST police academy at time of application, and possess a certificate of completion at time of hire.
- ◆ Applicants must be at least 21 years of age and must possess a valid California Driver's License at time of hire.

PROBATIONARY PERIOD

The probationary period for newly hired employees shall begin on the date of employment and shall continue for a period of 18 months.

SALARY RANGE

The City of Albany offers a very competitive compensation and benefits package. The salary range is:

\$6,532—\$8,423 per month.

Police Officers are eligible for the educational incentive program and receive:

- ◆ POST Certificate
 - ◆ Intermediate POST Certificate = 2.5%
 - ◆ Advanced POST Certificate = 4.0%
- ◆ Education
 - ◆ AA/AS Degree = 2.5%
 - ◆ BA/BS Degree = 5.0%
 - ◆ MA/MS Degree = 7.0%
- ◆ The position assignment incentive program includes:
 - ◆ 4% for Detective
 - ◆ 5% for Field Training Officer
- ◆ Bilingual Pay = 2.0%



BENEFITS

RETIREMENT

Individuals who were active members of a reciprocal public retirement system within the last six months, or were previously employed by the City of Albany prior to January 1, 2013 will be considered "Classic" members.

- ◆ CalPERS Classic Members participate in a 3% @ 55 retirement formula. (Effective November 2015, Classic members pay 11% of PERS)
- ◆ New CalPERS Members as defined by PEPRAs participate in a 2.7% @ 57 formula. (Members pay 50% of total PERS cost)
- ◆ This position does not participate in Social Security.

HEALTH INSURANCE

- ◆ 10 CalPERS Health Plans to choose from (HMO & PPO).
- ◆ Employer-paid family health insurance at the Kaiser premium level (based on coverage level).
- ◆ Deferred compensation in-lieu of health insurance at Kaiser Single Rate for employees choosing to opt out by providing proof of outside health coverage annually.

RETIREE MEDICAL

- ◆ Effective January 4, 2016 employees contribute to their Health Savings Plan (HSP) based on years of service. Refer to Memorandum of Understanding for more information

OTHER INSURANCE

- ◆ Fully-paid family dental insurance through Delta Dental.
- ◆ Orthodontia reimbursement plan.
- ◆ Life insurance, \$50,000 employer paid.
- ◆ Long-term Disability Insurance.

OTHER BENEFITS

- ◆ **Vacation:** 11 to 22 days of vacation per year.
- ◆ **Holiday Pay:** 13 holidays per year.
- ◆ **Sick Leave:** 12 days of sick leave per year.

Optional Participation:

- ◆ A Section 457 deferred compensation program, administered through ICMA.
- ◆ Section 125 flexible spending benefits plan for health care and dependent care expenses.
- ◆ Commuter Benefits
- ◆ Vision Care

EDUCATIONAL REIMBURSEMENT

- ◆ Employees are eligible for tuition reimbursement up to \$2,000 per fiscal year.

Additional information regarding benefits can be found on the City's website.

SELECTION PROCESS

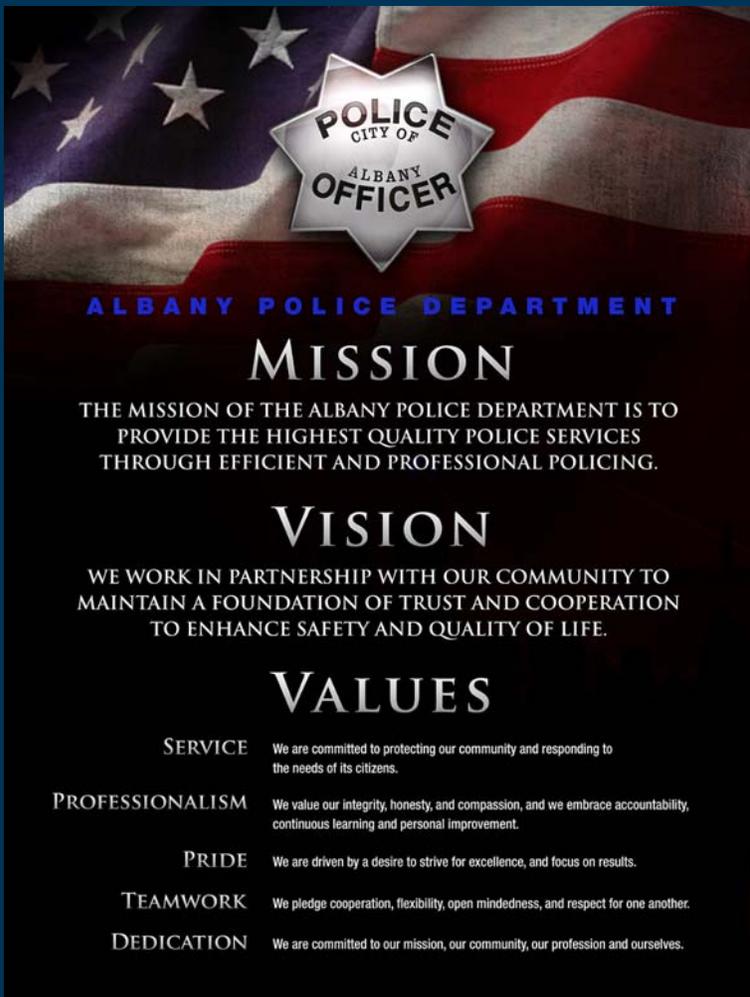
Following a thorough appraisal of all application materials, the most highly qualified applicants will be invited to participate in an Oral Board Examination. Applicants passing the Oral Board Examination will be placed on an eligibility list based on their ranking. Prospective employees will undergo a thorough background investigation including a medical, psychological, polygraph, and drug/alcohol screening.

Applicants meeting the minimum qualifications are not guaranteed advancement through any subsequent phase of the examination.

The provisions of this announcement do not constitute an expressed or implied contract, and any provision in this announcement may be modified or revoked at any time.

REASONABLE ACCOMODATIONS

In compliance with the American's with Disabilities Act, if you need special assistance in the selection process, please notify the Human Resources Office, in writing, at the time of application.



POLICE
CITY OF
ALBANY
OFFICER

ALBANY POLICE DEPARTMENT

MISSION

THE MISSION OF THE ALBANY POLICE DEPARTMENT IS TO PROVIDE THE HIGHEST QUALITY POLICE SERVICES THROUGH EFFICIENT AND PROFESSIONAL POLICING.

VISION

WE WORK IN PARTNERSHIP WITH OUR COMMUNITY TO MAINTAIN A FOUNDATION OF TRUST AND COOPERATION TO ENHANCE SAFETY AND QUALITY OF LIFE.

VALUES

SERVICE	We are committed to protecting our community and responding to the needs of its citizens.
PROFESSIONALISM	We value our integrity, honesty, and compassion, and we embrace accountability, continuous learning and personal improvement.
PRIDE	We are driven by a desire to strive for excellence, and focus on results.
TEAMWORK	We pledge cooperation, flexibility, open mindedness, and respect for one another.
DEDICATION	We are committed to our mission, our community, our profession and ourselves.

The City of Albany is currently recruiting for **Police Officer** in order to establish an eligibility list to fill current and future vacancies. We seek energetic, enthusiastic, and hard-working individuals for our Department.

TO APPLY

Applicants must complete and submit an official City of Albany Employment Application and Supplemental Application through CalOPPS. Applicants unable to apply online may request an application by calling (510) 528.5714 or visiting the Human Resources Office.

Written Test

- ◆ Applicants **must** furnish a **T-Score** from the POST Entry-Level Reading & Writing Test, if they have ever taken it at any agency or academy. If they have never taken the POST Test, they will need to take it somewhere (it may be offered at a local police academy) in order to get a T-Score to submit at the time of application. Applications without a T-Score attached will be considered incomplete and applicant will not move forward to further stages in the process.

Oral Board Examination

- ◆ Applicants who have a T-Score (see above) of 42.5 or higher may be invited to the Oral Board Examination. The subsequent eligibility list will be rated 100% on the Oral Board Examination.

If you have any questions regarding this position, please feel free to contact:

Gene Boucher

City of Albany, Human Resources Manager

1000 San Pablo Avenue

Albany, Ca 94706

Email: gboucher@albanyca.org

(510) 528-5714

Date Opened: Jun 7, 2016

Closing Date: Until Filled

Applications will be reviewed as they are received.



E.O.E.

The City of Albany is an Equal Opportunity Employer

