



# CITY OF GARDENA

## CAREER EMPLOYMENT OPPORTUNITY

### POLICE OFFICER LATERAL OR ACADEMY GRADUATE

#### (OPEN/COMPETITIVE)

#### POLICE OFFICER MONTHLY SALARY

STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
\$5,521	\$5,797	\$6,087	\$6,391	\$6,711	\$7,047

#### FINAL FILING DATE: CONTINUOUS

**VACATION:** Accrue 9.75 hours/month from 1-4 years, increasing with years of service.

**SICK LEAVE:** Accrue 12.5 hours per month, with annual Sick Leave buy-back plan.

**HOLIDAYS:** Once sworn, 15 12.5 hour floating holidays per year, with annual Holiday buy – back plan.

**RETIREMENT:** The City participates in the Public Employees; Retirement System (Safety 3% @ 50) single highest year and the City currently pays 4.5% of the employee's 9% total contribution towards retirement (Safety Member Coverage Group). No Social Security. **New hires not already members of CalPERS will be enrolled according to PEPRA2013 (2.7%@57)**

**HEALTH INSURANCE:** Medical, vision, prescription, and dental coverage is provided. The City currently pays the entire premium for employee plus one dependent.

**DEFERRED COMPENSATION:** Available to interested employees; no City match.

**CREDIT UNION:** Savings and loans services available through the South Bay Credit Union.

**WORK SCHEDULE:** Patrol Officers work a 3/12 1/2 plan. All others work 4/10 plan.

**TUITION REIMBURSEMENT:** The City pays \$2,100 per year for tuition and books for approved courses.

**LONGEVITY PAY** shall be granted to affected employees who have completed satisfactory service with the Gardena Police Department with bonuses granted on a cumulative basis as follows:

7 Years of Service =	\$365.00 per month
12 Years of Service =	\$520.00 per month
20 Years of Service =	10.0% of base
26 Years of Service =	15.0% of base

**PROBATIONARY PERIOD** is 12 months following completion of Academy.

<b>STEP 1:</b>	Granted upon successful completion of Academy
<b>STEP 2:</b>	Granted after 6 months continuous and satisfactory service at Step 1.
<b>STEP 3:</b>	Granted after one year continuous and satisfactory service at step 2.
<b>STEPS 4 &amp; 5:</b>	Granted on an annual basis following continuous and satisfactory service.

**SPECIALIST BONUS** \$450 per month

**EDUCATIONAL BONUS BAY** AAAS Degree of P.O.S.T. Intermediate Certificate = \$700.00 per month  
BA/BS Degree or P.O.S.T. Advanced Certificate = \$1,125.00 per month

**UNIFORM ALLOWANCE:** \$900.00 annually.

**BILINGUAL PAY:** \$800.00 annually.

**THE POSITION:** Under general supervision, will perform law enforcement, crime prevention and other duties related to the position as required.

**REPRESENTATIVE DUTIES:** The Police Trainee will be receiving training for eventual appointment as a Police Officer within the Gardena Police Department. Until appointment as a Police Officer, the Trainee is a non-sworn position performing civilian police training work and attending a P.O.S.T certified basic academy.

**MINIMUM QUALIFICATIONS** AGE: 21 years at time of appointment to Step 1.

**EDUCATION:** Graduation from high school or equivalent G.E.D. Certificate.

**CITIZENSHIP:** U.S. citizen or must have applied for U.S. citizenship in compliance with Section 1031.5 of the Government Code.

**HEIGHT, WEIGHT, GENERAL HEALTH:** Applicants must have the capacity both mentally and physically to perform the essential duties of a Gardena Police Officer as determined by a qualified psychologist and/or medical examiner.

**LICENSE:** Must possess a valid Class "C" California Driver's License, or if licensed in another state, be capable of securing the required California license.

**The Gardena Community:**

Located just 13 miles south of metropolitan Los Angeles in the South Bay area of Los Angeles County, Gardena is strategically located near the intersection of the Harbor (110), San Diego (405) and Gardena (91) Freeways. Gardena is a General Law City, incorporated in 1930, and operates under the Council-Manager form of government with a Mayor and four City Council Members elected at large. The City Clerk and City Treasurer are also elected. Gardena encompasses 5.95 square miles with an ethnically diverse population of approximately 62,000. Gardena, the "All-America City," is a mixed residential and business community with City government that prides itself in providing a full range of quality services to the community, including a municipal bus line.

**Immigration Reform & Control Act of 1986:**

In compliance, all new employees are required to provide documentation verifying identity and entitlement to work in the United States.

Provisions of this bulletin do **NOT** constitute an expressed or implied contract.

Any provisions contained in this bulletin may be modified or revoked without notice. The City of Gardena has an Agency Shop Agreement with the Gardena Police Officers' Association and enrollment in the Association is a condition of employment.

**FILING AND TESTING PROCEDURE**

To apply, submit an original City of Gardena Employment Application to the address below. Incomplete or illegible applications will not be accepted. **No fax or e-mail copies will be accepted.** Applications must be received in the Human Resources Office by the filing deadline. Postmarks are not accepted. All applications will be reviewed and only those that demonstrate the best combination of qualifications and experience in relation to the requirements of the position will be invited to participate in the examination process.

Prior to appointment, the applicant must meet minimum standards established by the Commission on Peace Officer Standards and Training and the City of Gardena. Applicants must pass processes listed below:

- |                             |            |
|-----------------------------|------------|
| 1. Written Exam             | Waived     |
| 2. Physical Agility         | Waived     |
| 3. Oral Interview           | 100%       |
| 4. Polygraph Examination    | Qualifying |
| 5. Psychological Evaluation | Qualifying |
| 6. Medical Examination      | Qualifying |
| 7. Background Investigation | Qualifying |
| 8. Chief's Oral Interview   | Qualifying |

**AN EQUAL OPPORTUNITY EMPLOYER**

The City of Gardena does not discriminate on the basis of race, religion, color, national origin, ancestry, disability, marital status, age, sex or sexual orientation. The City of Gardena maintains and enforces a zero-tolerance policy relating to substance abuse and maintains a smoke-free workplace.

**SUBMIT APPLICATIONS TO:                   CITY OF GARDENA HUMAN RESOURCES OFFICE**  
**1700 W. 162ND STREET, GARDENA, CA 90247**  
**Human Resources Office: (310) 217-9509**  
[www.ci.gardena.ca.us](http://www.ci.gardena.ca.us)  
**24 HR Job Hotline: (310) 217-9515**