

CITY OF SEBASTOPOL

www.ci.sebastopol.ca.us

The City welcomes you to apply for employment in the quiet and relaxing community of Sebastopol, California, gateway to the Bodega Bay and Russian River Resort Areas. Located in the heart of the Sonoma County Wine Country.

The City of Sebastopol is located 8 miles west of Santa Rosa within a half hour's drive to the Russian River or the Pacific Ocean. The area used to be famous for its apple orchards although those are being rapidly replaced with premium vineyards. The City is minutes away from Sonoma State University, Santa Rosa Junior College, Golden Gate University (Rohnert Park campus), and Heald Business College.

With a total City budget of \$13.7 million, the City of Sebastopol is a "full-service" city. City-operated services include the departments of City Clerk, City Manager, Police, Fire, Administrative Services, Building and Safety, Engineering, Planning, and Public Works; with a total of approximately 100 employees.

The Police Department consists of 15 sworn police officers, and 11 Reserve Officers. There are several specialty positions within the department:

- Motorcycle Officer
- Field Training Officer
- K-9 Officer

Filing Information

All applicants must submit a City application, resume, and copy of their Basic POST certificate and any other documents that pertain to the applicant's qualifications.

Sebastopol Police Dept.
6850 Laguna Park Way
Sebastopol, CA 95472
(707)829-4400

THE CITY OF SEBASTOPOL
IS RECRUITING FOR
THE POSITION OF

Reserve Police Officer



Starting Date:
Open and Continuous Testing

Primarily Volunteer:

\$22.09 Per Hour

Sebastopol Police Department
6850 Laguna Park Way
Sebastopol, CA 95472
(707) 829-4400

**CITY OF SEBASTOPOL
Police Officer**

The Position

Under general supervision, a Police Officer patrols an assigned area for the prevention of crime and the enforcement of law and order; carries out special assignments in the protection of life and property; and does related work as needed.

Essential Duties

Patrols an assigned area in police vehicle, bicycle or on foot; answers calls for protection of life and private property and the enforcement of City, County and State laws; as assigned, conducts preliminary or follow-up investigations of prowlers, burglaries, thefts, robberies, collisions, deaths, and disturbances; directs traffic, including regulation of vehicle flow at time of emergency or congestion; stops drivers who are operating vehicles in violation of laws and issues citations; issues citations for parking violations; collects and preserves evidence; testifies in court in connection with criminal prosecution; attends fire scenes to assist in the protection of life and property; serves warrants and subpoenas; prepares reports of arrests made, investigations conducted and unusual incidents observed; operates radio equipment; assist in booking and caring for prisoners; gives information and directions to the public; as assigned, may assist in conducting special studies of traffic or other police problems.

Qualifications and Requirements:

- Basic POST Certificate
- High School diploma (GED) and 1 to 3 months related experience and/ or training.
- Must be a U. S. citizen or permanent resident alien who is eligible and has applied for U. S. citizenship.
- Must pass a written test and oral board interview.
- Must meet medical standards set by POST.
- Must pass a polygraph, background, and psychological screening process.
- Ability to read and interpret documents (safety rules, manuals, etc.) Ability to speak before customers and groups.
- Possess valid California Drivers License.
- Observe accurately, use and care of firearms, act quickly in emergencies, judge situations and people accurately, follow oral/written directives, deal courteously with general public.
- Physical ability to walk, stand, feel objects, tools, and controls, hear radio and telephone traffic, lift 100 pounds, and adequate vision for reading.

Working Conditions:

Willingness and ability to work rotating shifts (including nights), weekends, holidays and overtime as required. Essential and marginal functions may require maintaining physical condition necessary for bending, stooping, kneeling, crawling, running, standing, sitting, or walking for prolonged periods of time; the ability to discharge a firearm.

No Written Examination for Laterals or Academy Graduates

Sebastopol Police Department is accepting applications from laterals or applicants currently in a POST academy.

Affirmative Action/ADA

The City of Sebastopol does not discriminate in employment on the basis of handicap or other protected class status. Each applicant will be considered regardless of race, color, religion, ancestry, sex, marital status, medical condition (cancer related), age (over 40 years), physical handicap (including AIDS), or national origin.

Note: The provisions of this bulletin do not constitute an expressed or implied contract, and any provisions contained in this bulletin may be modified or revoked without notice.