

## THE POSITION

Officers are assigned to a patrol shift under general supervision with the expressed goal of protecting life and property. An officer assigned to a beat is responsible for providing public assistance; answers calls related to traffic incidents and other emergencies; enforces laws and ordinances; maintains order; prevents crime; prepares reports on activities performed; and performs other related activities as needed or required. Officers are encouraged to continue follow-up investigations on their cases and investigate each incident thoroughly.

## THE DEPARTMENT

The Pleasant Hill Police Department consists of 60 full-time sworn and non-sworn employees who take pride in themselves, as well as the community they serve. The Department enjoys a reputation for being progressive and innovative and welcomes employee input. We are dedicated to performing our duties in a business-like but sensitive manner in order to be a positive contribution to law enforcement. We are a professional organization that maintains high standards in order to best serve the public.

## THE CITY

Located in central Contra Costa County, Pleasant Hill has a population of over 32,000 within 7.5 square miles of jurisdiction. The community and surrounding area offer diversified shopping, good public and private schools and is the home of Diablo Valley Community College. There is a wide choice of housing, and recreational opportunities are abundant. The City operates under a City Council – Manager Form of government and there is no city-imposed property tax.

## THE QUALIFICATIONS

All applicants must be at least 21 years of age at time of appointment, meet the physical requirements set in the California P.O.S.T. screening manual. Must have passed (within the last 12 months) or be able to pass the P.O.S.T. Basic Entry Level written exam with a minimum T-Score of 48.

*Entry Level Candidates* - Must have a high school diploma and 60 units of college-level course work. Must possess a valid California Driver's License.

*Academy Graduates (no sworn experience)* - Must have a basic level of knowledge and preparation for the job. Must have a high school diploma and a minimum of 45 units of college-level course work in addition to graduation from a P.O.S.T. basic academy. Must possess a valid California Driver's License.

*Lateral Candidates (sworn experience)* – Must possess a high school diploma and have completed 30 units of college-level course work, provided you have successfully completed 1-1/2 years of service in another agency (patrol preferred; eligible for P.O.S.T. Basic Certificate). Must possess a valid California Driver's License.

## PHYSICAL REQUIREMENTS

- No serious color vision deficiency in accordance with P.O.S.T. recommendations.
- Have vision correctable to 20/20 in accordance with P.O.S.T. recommendations.
- Normal hearing in both ears without correction in accordance with P.O.S.T. recommendations
- Possess strength and physical ability necessary to perform duties of police officer.

## COMPENSATION AND BENEFITS

**\$5,718 to \$7,384/Month**  
**\$4,972/Month Trainee**

The City of Pleasant Hill operates under the merit system, not Civil Service. Employees are not covered by Social Security.

- **VACATION** - 12 days per year for first three years and increases with service.
- **SICK LEAVE** - One day per month earned, no maximum accrual.
- **HOLIDAYS** - 13 paid days per year.
- **HEALTH INSURANCE** - Choice of Kaiser or Health Net. OR may choose to have \$400 redirected to 457 Deferred Compensation in-lieu of medical insurance. Employee pays 20% of the medical premium at each level.
- **RETIREMENT HEALTH SAVINGS PLAN** – Employees hired after 8/1/2011 will receive a contribution of \$50 per month into their ICMA VantageCare Retirement Health Savings Plan (RHS Plan).
- **DENTAL & VISION INSURANCE** – Delta Dental and Vision Service Plan (VSP), fully paid by City.
- **LIFE INSURANCE** - Life and Long Term Disability, fully paid by City.
- **MEDICARE** - All new employees contribute 1.45% of salary to Medicare.
- **RETIREMENT** – Will be paid in accordance to Public Employees' Pension Reform Act of 2013 (PEPRA). [2.7%@57](#) for new hires 3%@55 for laterals. Employee pays employee share on a pre-tax basis.
- **EDUCATIONAL INCENTIVE** - Paid compensation for P.O.S.T. Certificates, College Degrees and college courses related to an approved degree program.
- **BILINGUAL PAY** – Paid in the amount of \$75 to qualified Association members.
- **UNIFORM ALLOWANCE** - \$1,118 per year, adjusted annually per cost of living.
- **DEFERRED COMPENSATION – 457** employees may participate through payroll deduction.
- **Schedule** – 3/12 Patrol Shift schedule.

## TO APPLY

**Applications and resumes will be accepted on a continuous basis.**

Applications may be obtained from and returned to the City of Pleasant Hill, 100 Gregory Lane, Pleasant Hill, CA. Applications may also be downloaded from the City's website at [www.ci.pleasant-hill.ca.us](http://www.ci.pleasant-hill.ca.us) Applications are also available at the Pleasant Hill Police Department, 330 Civic Drive, Pleasant Hill. For information please call Jackie Burke (925) 671-5293.

**RESUMES ARE NOT ACCEPTED IN LIEU OF THE CITY APPLICATION FORM.**

## SELECTION PROCESS

Initial screening of applicants will be based on quality of experience, education and training. Those selected will be subject to an interview, a thorough background check, a physical, drug screen, and psychological evaluation, and polygraph. Failure to achieve a qualifying score on any portion of the selection process will eliminate a candidate from further consideration.

## IMMIGRATION REFORM & CONTROL ACT

To comply with the Immigration Reform and Control Act, all new employees will be required to provide proof of U. S. citizenship.

## EQUAL OPPORTUNITY EMPLOYER

In accordance with the Americans with Disabilities Act (ADA), if special accommodations are necessary at any stage of the testing process, please provide the Human Resources Department with advance notice and your request will be considered.



# CITY OF PLEASANT HILL POLICE DEPARTMENT



Invites applications for

**POLICE OFFICER**  
**(Laterals, Academy Graduates & Entry Level)**

*Continuous Recruitment*

***CITY OFFERS A CASH INCENTIVE PROGRAM FOR LATERAL HIRES MEETING CITY'S CRITERIA***

**<http://lib.post.ca.gov/Publications/poWrittenPracticeTest.pdf>**