

CITY OF SAN LEANDRO
invites applications for the position of:
Police Recruit Trainee and
Academy Attendee

An Equal Opportunity Employer

SALARY:

Monthly
 \$6,647.00 - \$8,079.00

OPENING DATE: 01/01/23

CLOSING DATE: Continuous

THE POSITION:

Ready to start a career in law enforcement? Are you want to be a guardian that is committed to providing professional police services and safety to an incredible community? Are you looking for a department that celebrates diversity and is rooted in core values of teamwork, integrity, professionalism, and service? The **San Leandro Police Department** is looking for YOU. Visit our website <https://wearourblue.org/> to learn more about becoming a member of our extraordinary team as a Police Recruit Trainee.

WHAT WE OFFER YOU:

- Get paid to learn! Earn a full-time salary while attending a Police Basic Academy (**\$6647 - \$8079/month**)
- **Academy costs are fully funded by the City** - no cost to you!
- **City pays for and provides you uniforms and equipment**
- **City contribution towards deferred compensation** up to 2% of base salary
- Up to **\$2409 monthly City contribution toward medical and dental benefits** (you pay only \$113.30/month for Kaiser family coverage)

SELECTION PROCESS:

Apply through the City's website	Click on "Apply" above.
Application Review	Ongoing
Panel Interview	Candidates who meet minimum standards will be invited to a Panel Interview. Interviews are tentatively set for the third Wednesday of every month.
Command Interview	Candidates who pass the Panel Interview will be invited to an interview with San Leandro Command Staff.
Personal History Statement (PHS)	Candidates who pass the Command Interview will be contacted to submit their PHS.
POST Work Sample Test Battery (WSTB)* and	Those candidates moving forward in the recruitment process will be required to take and pass the WSTB and PELLETB tests. The City

POST Entry-Level Law Enforcement Test Battery (PELLETB)** tests	will pay initial costs for candidates to take the WSTB and PELLETB if they do not already possess valid test scores.
Polygraph	Candidates who successfully pass BOTH the WSTB and PELLETB test will be scheduled for a polygraph.
Background Investigation	Candidates who pass the polygraph will undergo a background investigation.
Medical exam and psychological evaluation	Candidates who pass the background investigation will be given a conditional offer and then be scheduled for a medical exam and psychological evaluation.
Final Job Offer	Those candidates who successfully pass the medical and psychological evaluations will be given an official job offer. Welcome to the City of San Leandro!

***POST Work Sample Test Battery (WSTB):** Candidates will be required to pass the WSTB test with a score of 384 or higher and a 14-minute maximum time for the 1.5 mile run. If candidates already possess a passing WSTB score dated within one year of application, they will not be required to take the test again. For information on where the WSTB test is offered, please visit www.theacademy.ca.gov/tests.

****POST Entry Level Law Enforcement Test Battery (PELLETB):** Candidates will be required to pass the PELLETB test with a "T-score" of 45 points or higher. If candidates already possess a passing PELLETB score dated within one year of application, they will not be required to take the test again. California POST "T-scores" from other agencies will be accepted if it has been taken within one year of the date you submit your City of San Leandro application. Applicants must submit, on agency letterhead, a letter that states that individual has taken the California Commission on Peace Officer Standards and Training (POST) Entry Level Law Enforcement Test Battery (PELLETB) written exam. The letter must contain the total "T-score" and the date of the test. For information on where the PELLETB test is offered, please visit www.theacademy.ca.gov/tests.

NOTE: The City of San Leandro will accept a valid passing NTN score (minimum of 65% Video score, 70% Writing score, and 70% Reading score) in lieu of a POST PELLETB T-score if a candidate selects the City of San Leandro to receive their scores directly from the NTN website. For more information on the NTN test, please visit <https://nationaltestingnetwork.com/publicsafetyjobs/index.cfm>.

^

DUTIES AND RESPONSIBILITIES:

Supervision Exercised and Received: Receives direct supervision and tutorage from Academy training staff, as well as training staff from the San Leandro Police Department.

Essential Functions: The functions of the classification may include, but are not limited to, the functions below and are subject to changes in operational necessity.

- Attends and successfully completes a certified police training academy designed to provide an overview of the Criminal Justice System which includes training in various laws, police procedures, law enforcement techniques, first aid, weapons, and physical fitness;
- Understands and is able to carry out oral and written directions;
- Meets standards of physical stature, endurance, and agility established by the City;
- Observes and accurately and remember names, faces, numbers, incidents, and places;
- Uses and cares for firearms;Â
- Learns, understands, and interprets laws and regulations;
- Prepares accurate and grammatically correct written reports;
- Learns standard broadcasting procedures of a Police radio system; and
- Performs related duties as assigned.Â Â For detailed information about the job classification, visit:Â [Police Recruit Trainee](#).

QUALIFICATIONS:

To qualify as a Police Recruit Trainee/Academy Attendee, an applicant must:

- Possess a high school diploma or a G.E.D.Â
- Completed 60 (semester) college units OR have equivalent work experience, other education or training that would most likely provide the required knowledge and abilities
- Be 20.5 years of ageÂ or older to attend a POST Basic Police Academy
- Possession and continued maintenance of a valid class â€œCâ€ California driverâ€™s license Â
- Record must be free from any felony convictions, or any convictions that would bar the applicant from legally possessing a firearm
- Applicant must be in good physical condition. Â Weight must be in proportion to height. Â Vision and physical condition must satisfy established POST medical standards. Â Please refer to <https://post.ca.gov/medical-screening-manual.aspx> for additional information.

ADDITIONAL INFORMATION:

Information contained herein is subject to change without notice.

Â

Â The City of San Leandro is an Equal Opportunity Employer. Â For more information regarding ADA accommodations or Veteran's preference, please visit <https://www.sanleandro.org/Faq.aspx?TID=54>.Â Â Â

To view the job posting, visit <http://www.sanleandro.org> and click-on the employment tab at the top of the home webpage. On the 'Job Opportunities' page, click-on the job title to view the posting with more details about the essential job duties, minimum qualifications and salary and benefits.

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.sanleandro.org>

OUR OFFICE IS LOCATED AT:

835 East 14th Street

San Leandro, CA 94577

510-577-3396

tjohnston@sanleandro.org

An Equal Opportunity Employer

Job #2023-01
POLICE RECRUIT TRAINEE AND ACADEMY ATTENDEE
TJ

Police Recruit Trainee and Academy Attendee Supplemental Questionnaire

- * 1. Do you possess a high school diploma or its legal equivalent (GED)?
 Yes No
- * 2. Are you a minimum of 20.5 years of age?
 Yes No
- * 3. Please indicate the number of college units you have completed from the list below. If you have not completed any college units, please select "N/A."
 60 or more semester units (90 or more quarter units)
 I possess an Associate's degree
 I possess a Bachelor's degree
 I possess a Master's degree
 N/A
- * 4. Do you possess a California POST PELLETB "T-score" of 45 points or higher dated within one year of your application or an NTN score for the written exam requirement? Please indicate which certificate, if any, you have completed below:
 I have a valid California POST PELLETB "T-score" of 45 points or higher.
 I have taken the NTN test and have requested my results be sent to the City of San Leandro.
 Not at this time
- * 5. Do you possess a California POST Work Sample Test Battery (WSTB) physical agility test certificate, with a score of 384 or higher and a 14-minute maximum time for the 1.5 mile run dated within one year of application?
 Yes No
- * 6. Are you currently attending a State of California POST-certified Basic Police Academy?
 Yes No
- * 7. If you answered "Yes" to Question #6, have you attached a Letter of Verification confirming your enrollment in a State of California POST Basic Police Academy?
 Yes
 No
 Not applicable
- * 8. Please indicate the name of the State of California POST Basic Police Academy you are attending and the completion date, or anticipated completion date. If you are not enrolled in a POST Basic Police Academy at this time, please write "N/A" in the space below.
- * 9. By checking this box, I am confirming that all statements made in this supplemental questionnaire and on the application are accurate and true; and I understand that misstatements or omissions of material facts will result in being rejected from this recruitment process or released from future employment with the City of San Leandro.

I agree

* Required Question