



JOB ANNOUNCEMENT 2016-006



Police Officer – Lateral/Recruit Police Department Full Time / Non-exempt / SPOA Represented

SALARY RANGE: \$4,485 - \$5,724 monthly Plus 6% City paid PERS

OPENS: March 11, 2016

CLOSES: Open until filled

APPLY TO: Human Resources – City of Sherwood
22560 SW Pine Street
Sherwood, OR 97140
(503) 625-4201- Fax (503) 625-4280
humanresources@sherwoodoregon.gov

SUMMARY AND REQUIREMENTS

Sherwood Police Officers perform law enforcement and crime prevention work including discovery, investigation, report preparation and patrol, to enforce federal, state and local laws. This position oversees police program areas that may require additional specialized training.

MANDATORY REQUIREMENTS:

- High school diploma, G.E.D., or equivalent.
- Possession of, or ability to attain, Oregon Basic Police Officer Certification.
- Must be at least 21 years of age.
- Must be a U.S. citizen.
- Must not have been convicted of any crime punishable as a felony in any jurisdiction or a crime involving domestic violence (applicants with lesser criminal records will be evaluated on an individual basis).
- Must not have any discharge less than Honorable from any branch of the military.
- Must possess a valid driver's license with acceptable driving record (fewer than three moving violations in the past two years, with no active or pending suspensions) at the time of application.
- Must pass all phases of the examination process, including written test, physical ability test, oral interview, background an drug screen, medical, psychological.

DESIRABLE REQUIREMENTS: Previous college-level training or additional experience in law enforcement. Knowledge of the community and surrounding area. Additional training related to police equipment or operations, e.g. first aid, CPR, hazardous materials, firearms training, LEADS certification, bilingual (Spanish/English).

APPLICATION MATERIALS

Application materials must be completed and received by the Human Resources Department on or before the closing date. Electronic copies are accepted with a signature. Application materials can be downloaded from our website at www.sherwoodoregon.gov or requested by mail by calling Human Resources at (503) 625-4201.

COMPENSATION

The monthly salary range is \$4,485 - \$5,724, plus 6% City paid PERS. Top lateral candidates may be offered salary commensurate with experience up to the maximum base salary. Recruit officers are offered salary equal to step one of the salary schedule. In addition to base pay, police officers are eligible to receive additional compensation for the highest professional certification and the highest level of education the employee has received, as follows:

- Intermediate certificate - 2.5%
- Advanced certificate - 5.0%
- AA degree - 2.5%
- BA degree - 5.0%

Sherwood Police Officers receive several additional premiums to include \$125 per month for residency within Sherwood City Limits, and \$250 per month for fluency in speaking Spanish language. For additional information, refer to the Collective Bargaining Agreement between the City of Sherwood and the Sherwood Police Officers' Association (SPOA), which can be found online at www.sherwoodoregon.gov.

BENEFITS

The City of Sherwood offers eligible Police Officers the following benefits programs: paid time off (vacation); paid sick leave; paid holidays; group health insurance for Officers and their dependents; flexible spending accounts; group life insurance; long term disability insurance; Public Employees Retirement System (PERS); 457 deferred compensation plan; optional direct deposit; credit union membership; and a discounted Sherwood YMCA membership.

SELECTION PROCESS

A City Application Form and cover letter will be used to select top candidates. Those selected for further consideration will be invited to an oral interview. Prior to hiring, the successful candidate must pass all phases of the examination process, including: written test, physical ability test, oral interview, background and drug screen, medical, psychological. Lateral candidates may be subject to an abbreviated process where the POST and ORPAT tests are bypassed.

NOTIFICATION

Applicants that are not selected will be notified by mail once the position has been filled.

EQUAL OPPORTUNITY EMPLOYER

The City of Sherwood is an Equal Opportunity Employer dedicated to a policy of non-discrimination in employment on the basis of race, color, religion, sex, national origin, age, or physical disability. The City of Sherwood provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the Human Resource Department at (503) 625-4201.