



JOB ANNOUNCEMENT 2018-002



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

SALARY RANGE: \$4,749 - \$6,061 monthly plus 6% City paid PERS

OPENS: February 1, 2018

CLOSES: February 22, 2018 at 5:00 pm PST

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

Sherwood Police Officers perform law enforcement and crime prevention work including discovery, investigation, report preparation and patrol, to enforce federal, state and local laws.

MANDATORY REQUIREMENTS AND DESIRABLE QUALIFICATIONS

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 investigation, drug screen, medical, and psychological exams.

DESIRABLE QUALIFICATIONS: 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 AND SELECTION PROCESS

To apply, a completed City Application and cover letter must be submitted and received by the Human Resources Department on or before the close of business on the closing date. Electronic copies are accepted with a signature. Application materials will be used to select the top candidates for interview. The successful candidate must also pass all phases of the examination process, including: written test, physical ability test, oral interview, background investigation, drug screen, and medical and psychological exams. Lateral candidates may be subject to an abbreviated process where the POST and ORPAT tests are bypassed.

Applications may be obtained at: www.sherwoodoregon.gov or requested by mail by calling Human Resources at (503) 625-4201.

VETERANS' PREFERENCE:

It is the policy of the City of Sherwood to grant hiring preference to qualified veterans and disabled veterans in accordance with ORS 408.230, at each stage of the application and interview process. To claim veterans' preference in hiring, please complete the Veterans' Preference form provided with the City Application packet, and submit it with the required documentation at the time of application.

COMPENSATION

The monthly salary range is \$4,749 - \$6,061, plus 6% City paid PERS. Top lateral candidates may be offered a base salary commensurate with experience up to the maximum base salary. Recruit officers are offered a 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; group health insurance for Officers and their dependents; flexible spending accounts; group life insurance; long and short term disability insurance; Public Employees Retirement System (PERS); 457 deferred compensation plan; optional direct deposit; credit union membership; and a discounted Sherwood YMCA membership.

NOTIFICATION

Due to staffing limitations and the large number of applications we receive, we are unable to confirm receipt of specific applications or notify individuals of the status of their application. To find out the status of the position, please call Human Resources at (503) 625-4201.

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.