



City of Garden Grove **RESERVE POLICE OFFICER - LEVEL III**

Salary: \$15 per hour

***Accepting applications until staffing needs are met,
So apply now!***

***Sometimes it DOES pay to get involved!
Would you like to help improve the quality of life in Garden Grove,
and get paid for it, too?***

If so, consider a meaningful part-time Reserve Police Officer job, performing community service as part of the City of Garden Grove's nationally recognized Police Department. Our Police Department has a reputation as one of America's best suburban police forces, and our Reserve Police Officers play a significant role in helping us maintain that reputation.

The City of Garden Grove Police Department: The Department consists of a Chief, Deputy Chief, two Captains, six Lieutenants, 24 Sergeants, 131 Police Officers, and 22 Reserve Police Officers, in addition to civilian personnel. An outstanding in-service training program provides officers with extensive, continuous instruction in basic and specialized police techniques. Three community colleges and two state colleges in the immediate area offer degrees in Administration of Justice.

Garden Grove's Community Policing philosophy encourages active partnerships between the community and its police force. If you would enjoy being closely connected with the community, providing greater safety and security to its residents, working creatively and cooperatively with citizens, City employees and representatives of other governmental agencies to resolve problems, this job is a good match for you!

Responsibilities of a Level III Reserve Police Officer: Level III Reserve Police Officers are "career reserves," meaning they are not pursuing law enforcement as their primary occupation, but have the skills, expertise, trade or profession, which would benefit the GGPD. These Officers work varied hours performing limited support duties under the supervision of a regular Police Officer or Level I Reserve Officers. Limited support duties may include providing: traffic control, security at parades and events, report taking, evidence transportation, prisoner transportation, and parking enforcement. Additionally, if the incumbent possesses other expertise that can be utilized by the Police Department they may be assigned to special projects or units, such as, background investigators, forensic science unit, electronic and/or video repairer, communications equipment specialist, computer programmer, armory/machinist, film producer, or any other expertise that can be utilized by the department. Level III Reserve Officers provide invaluable assistance to numerous units within the Police Department and are an integral part of our exceptional team.

WORK SCHEDULES AND BENEFITS:

- **Schedule:** Depending on availability and departmental need.
- **Retirement:** Employees pay into a Part-Time retirement system plan. (See benefits information on the next page)
- **Bilingual Compensation:** After qualification, Reserve Level III Police Officers are eligible for \$2 per use of bilingual skills. Spanish, Vietnamese, Korean, Laotian, or Cambodian languages are particularly helpful in this city.

Requirements:

- **Certification/Training:** Applicants are required to have completed the Level III module training (162 hours) including PC 832 training and Level III academy prior to actual appointment into the position. Be sure to attach your certificate or recertification to your application.

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Reserve Officers – Level III Requirements Continued:

- **Minimum Age:** Applicants must be at least 20 years of age at time of appointment.
- **Education:** Must be a high school graduate; or have a GED equivalence overall score of 45 or higher and a standard score of 35 or higher on each section of the test.
- **Physical Standards:**
 - Must be in excellent physical condition and be physically capable of performing all tasks required of a Garden Grove Police Officer as determined by a medical evaluation.
 - Bilateral vision must be at least 20/100, correctable to 20/30 with no evidence of color blindness.
 - Hearing aids are not acceptable. Applicants with an average hearing loss of 26 or more db in the 500 to 2000 c.p.s. range in the better ear, and 46 db in the 3000 c.p.s. range are disqualified (ANSI standard).
- **Citizenship:** Applicants must be a citizen of the United States or a permanent resident alien who is eligible for and has applied for citizenship.
- **Driver's License:** Must possess a valid California Class C driver's license and an acceptable driving record prior to and throughout employment. Submission of a certified California Department of Motor Vehicles driving abstract will be required prior to employment.
- **Police Record:** Applicants must be legally authorized to carry a firearm and have no felony convictions.
- **Bilingual Skills:** Possession of bilingual skill in Spanish, Vietnamese, Korean, Laotian, or Cambodian languages are highly desirable.

- A complete application packet must include:
 - 1) City of Garden Grove employment application
 - 2) Copy of Level III Module training certificate
- The deadline to submit your application packet is open and contentious
- Incomplete application packets may be disqualified from further consideration.
- The job application must be completely filled out; a resume cannot be substituted for some of the information. Be sure to detail any education, training or other relevant coursework that would make you a particularly strong candidate.
- Your application will be reviewed very carefully, and only those who appear to have the best qualifications will be invited to continue in the selection process. Meeting the minimum requirements does not guarantee an invitation to further testing.
- The recruitment process will include an oral examination. Candidates who may need accommodations during the selection process must call Personnel Services at least one week prior to any test dates.
- Candidates considered for appointment to a position must pass a pre-employment background investigation, and a pre-placement medical examination, which includes a drug and alcohol screening test.
- Applications may be requested by calling our recorded job line (714) 741-5016; contacting us through the Internet at www.ci.garden-grove.ca.us or may be picked up in person at the Personnel Office at City Hall, 11222 Acacia Parkway, Garden Grove, CA. Our telephone number is: (714) 741-5004; our FAX line is: (714) 741-5030. City Hall hours are Monday - Thursday, 7:30 a.m. to 5:30 p.m.; City Hall is closed every other Friday; alternate Friday hours are 7:30 a.m. to 5:00 p.m.

Benefits Information: Part-time employees do NOT receive the City's full benefit package; however, they do participate in the following benefits. **Rideshare Program:** A variety of Rideshare incentives are provided, such as gift certificates and transportation subsidies. **Bilingual Pay:** After certification, employees are eligible for pay for the use of their Spanish, Vietnamese, Korean, Laotian, or Cambodian bilingual skills. **Retirement:** Part-time employees participate in a deferred compensation package which means that payroll retirement payments of 7 1/2% will be deducted from their pay and placed in a deferred compensation account, to be available after the employee leaves or retires. If the employee works in excess of 1,000 hours within a single fiscal year, the employee must then enroll in the Public Employees' Retirement System (PERS), instead of continuing in the deferred compensation program, as above. If this occurs, employees pay 8% of their pay per pay period into PERS.

THE CITY OF GARDEN GROVE PROUDLY PROMOTES DIVERSITY IN EMPLOYMENT

City of Garden Grove, 11222 Acacia Parkway, PO Box 3070, Garden Grove, CA 92842