

Police Recruit Agenda Item

Additional Information

PROGRAM OVERVIEW

The Police Recruit position targets candidates who have already demonstrated commitment to the field by completing significant training milestones.

1. Eligibility Requirements

Candidates are eligible for the Police Recruit position once they have:

- Successfully completed POST Level III and Level II modules.
- Maintained active enrollment and progress toward completing a POST Level I Academy.

2. Screening Process

To ensure the highest-caliber individuals are selected, recruits must pass:

- A thorough background check and security investigation, including LiveScan.
- A polygraph examination and psychological evaluation.
- A pre-employment physical examination and City employment standards.

3. Employment Status & Advancement

- **At-Will Status:** The Police Recruit is an at-will, part-time (average 24 hours per week), non-sworn position and does not carry union rights or peace officer powers.
- **Benefits:** As a part-time role, the position is not subject to City-provided benefits.
- **Promotion:** Upon successful completion of all requirements and the academy, recruits are promoted to full-time Police Officer.
- **Contingency:** Participation in the program does not guarantee a permanent position; advancement is strictly dependent on meeting all legal, physical, and certification standards.



CITY OF IMPERIAL

JOB DESCRIPTION

POLICE RECRUIT

SALARY: RANGE 66

FLSA Non-Exempt –Unrepresented At-Will/Part-Time
Department: Police Department

DEFINITION

A non-sworn position to allow training of Police Recruits. New hires will have Police Recruit status until successful completion of the basic POST Police Academy.

Participates in a structured training program designed to prepare for the role of a full-time Police Officer; observes experienced officers in day-to-day law enforcement activities, completing academy training requirements, and gaining practical field experience while paired with a Training Officer, focuses on learning departmental procedures, and performs related training responsibilities as required.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision from a designated training officer. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This is a non-sworn classification that is in the process of completing academy training requirements.

Upon successful completion of the POST Academy, field training program, and all requirements, the Police Recruit is eligible for promotion to a sworn Police Officer classification. Participation does not guarantee promotion.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so qualified employees can perform the typical functions of the job.

- Police Recruits are required to be enrolled and successfully graduate from a California POST Basic Law Enforcement Academy.
- Attend and successfully complete all required POST Academy classes, testing, and training modules.
- Participate in departmental orientation, daily physical fitness training, and basic skill-building exercises (such as defensive tactics and firearms safety).
- Learn and practice emergency first aid and CPR techniques to assist injured persons until medical professionals arrive.
- Accompany sworn officers to calls for service in a ride-along capacity to observe how to handle investigations, citizen requests, and incident scenes.
- Learn how to identify and report safety hazards, such as traffic problems, roadblocks, or abandoned vehicles.

- Watch the process of how officers issue warnings or citations for parking and traffic violations.
- Practice preparing basic incidents and traffic reports as part of the learning process.
- Learn to recognize and report suspicious conditions that could lead to crime.
- Attend community events and meetings to learn about the department's role in crime prevention and public relations.
- Follow all academy and departmental rules and regulations.
- Perform other training-related duties as assigned

QUALIFICATIONS

Knowledge of:

- Basic principles of police science.
- Police department policies, practices, and procedures.
- State motor vehicle codes and traffic safety regulations.
- Municipal ordinances.
- First Aid techniques.
- Safety rules and procedures.
- Radio codes and basic communications procedures.

Ability to:

- Enroll in and successfully graduate from a California POST Basic Law Enforcement Academy.
- Pass all required physical, psychological, and agility examinations.
- Demonstrate progress in learning firearms proficiency and defensive tactics during training.
- Communicate clearly and effectively, both orally and in writing.
- Relate tactfully and effectively with diverse populations, accounting for various cultures, languages, socioeconomic backgrounds, and special needs.
- Establish and maintain cooperative working relationships with co-workers, supervisors, and the general public.
- Read, comprehend, and interpret codes, departmental rules, and law enforcement literature.
- Learn City geography, street layouts, and crime patterns; interpret maps.
- Perform basic mathematical calculations (addition, subtraction, multiplication, and division) quickly and accurately.
- Understand and operate strictly within the assigned scope of authority and follow all oral and written instructions.
- Comply with safety standards and regulations while maintaining alertness and self-control in challenging or high-stress situations.
- Work effectively in variable weather conditions and maintain performance during extended or changing shifts.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:

- Equivalent to high school graduation.

Experience:

- None.

Licenses and Certifications:

- Possession of a valid California Driver's License, to be maintained throughout employment.
- Successful completion of a POST-certified Police Academy Level I and Level II modules.
- Maintained active enrollment and progress toward completing a POST Level III Academy (with confirmation from the Academy).

PHYSICAL DEMANDS

Must possess physical endurance, good balance, hearing, and vision to maintain POST physical standards.

ENVIRONMENTAL CONDITIONS

Incumbents will be in an academic setting for the majority of their work. When scheduled for practical experience training, incumbents may be exposed to gunfire, toxic chemicals, communicable diseases, physical abuse from hostile or disoriented individuals, traffic hazards, occasional driving at high speeds, and adverse weather conditions. Employees may work in indoor and outdoor environments; be subject to shift-work, evenings, and variable hours; and drive a vehicle to conduct work.

WORKING CONDITIONS

The employee may be required to respond during off-duty hours for training purposes.

City employees are expected to work overtime, weekends, evenings, and holidays as required to accommodate the City's needs, in addition to responding as a Disaster Services Emergency Worker (California Government Code Section 3100-3109).

City of Imperial
Classification and Compensation Schedule

<u>CLASSIFICATION TITLE</u>	<u>BARGAINING UNIT NAME</u>	<u>RANGE</u>
Accountant	Unrepresented MSPC	75
Accounting Assistant I	Teamsters	57
Accounting Assistant II	Teamsters	61
Accounting Technician	Teamsters	69
Administrative Assistant	Teamsters	60
Administrative Specialist	Teamsters	72
Animal Control Officer	IPOA	57
Assistant City Clerk	Unrepresented MSPC	78
Assistant City Manager	Unrepresented MSPC	102
Assistant to the City Manager	Unrepresented MSPC	98
Assistant Planner	Teamsters	80
Associate Planner	Unrepresented MSPC	85
Building Inspection and Code Enforcement Supervisor	Unrepresented MSPC	85
Building Inspector I	Teamsters	75
Building Inspector II	Teamsters	77
Building Official	Unrepresented MSPC	92
City Manager	Contract	Contract
Code Enforcement Inspector I	Teamsters	66
Code Enforcement Inspector II	Teamsters	70
Collection System Worker I	Teamsters	62
Collection System Worker II	Teamsters	66
Community Development Director	Unrepresented MSPC	102
Community Development Project Coordinator	Unrepresented MSPC	69
Community Development Project Manager	Unrepresented MSPC	92
Community Development Technician I	Teamsters	61
Community Development Technician II	Teamsters	66
Construction Project Coordinator	Unrepresented MSPC	76
Criminal Analyst	IPOA	73
Cybersecurity Program Manager	Unrepresented MSPC	92
Electrician	Teamsters	78
Engineering Technician I	Teamsters	67
Engineering Technician II	Teamsters	74
Equipment Mechanic	Teamsters	67
Executive Assistant	Unrepresented MSPC	74
Facilities Maintenance Worker	Teamsters	60

City of Imperial
Classification and Compensation Schedule

Finance Director	Unrepresented MSPC	102
Finance Manager	Unrepresented MSPC	98
Fleet and Facilities Supervisor	Unrepresented MSPC	85
Geographic Information Systems (GIS) Analyst	Unrepresented MSPC	78
Geographic Information Systems (GIS) Program Manager	Unrepresented MSPC	92
Human Resources Analyst	Unrepresented MSPC	78
Human Resources and Risk Management Director	Unrepresented MSPC	102
Human Resources Specialist	Unrepresented MSPC	80
Human Resources Technician	Unrepresented MSPC	68
HVAC/Electrical Technician	Teamsters	68
Information Technology Analyst	Unrepresented MSPC	78
Information Technology Director	Unrepresented MSPC	102
Information Technology Technician I	Teamsters	63
Information Technology Technician II	Teamsters	69
Librarian	Unrepresented MSPC	78
Library Assistant	Unrepresented MSPC	66
Library Clerk	Teamsters	60
Library Grant Coordinator	Unrepresented MSPC	75
Library Manager	Unrepresented MSPC	98
Library Page	Unrepresented Part-Time	55
Library Support Services Worker	Unrepresented Part-Time	55
Library Technician	Teamsters	63
Lifeguard	Unrepresented Seasonal	55
Lifeguard/Swim Instructor	Unrepresented Seasonal	56
Literacy Coordinator	Unrepresented MSPC	75
Lunch at the Library Intern	Unrepresented Part-Time	55
Management Analyst	Unrepresented MSPC	78
Network Specialist	Teamsters	78
Organic Waste Specialist	Teamsters	65
Parks and Recreation Director	Unrepresented MSPC	102
Park Maintenance Coordinator	Unrepresented MSPC	75
Park Maintenance Worker I	Teamsters	57
Park Maintenance Worker II	Teamsters	60
Police Captain	Unrepresented MSPC	98
Police Chief	Contract	102
Police Chief's Administrative Assistant	IPOA	60

City of Imperial
Classification and Compensation Schedule

Police Corporal	IPOA	82
Police Officer	IPOA	76
Police Recruit	Unrepresented At-Will/Part-Time	66
Police Sergeant	IPOA	87
Police Services Officer I	IPOA	60
Police Services Officer II	IPOA	62
Police Services Officer III	IPOA	67
Public Services Director	Unrepresented MSPC	102
Public Services Maintenance Worker I	Teamsters	57
Public Services Maintenance Worker II	Teamsters	60
Public Services Manager	Unrepresented MSPC	98
Public Services Supervisor	Unrepresented MSPC	85
Purchasing Technician	Teamsters	65
Recreation and Event Specialist I	Teamsters	62
Recreation and Event Specialist II	Teamsters	66
Recreation/Special Events Coordinator	Unrepresented MSPC	75
Recreation Leader I	Unrepresented Seasonal	55
Recreation Leader II	Unrepresented Seasonal	56
Senior Collection System Worker	Unrepresented MSPC	72
Senior Equipment Mechanic	Unrepresented MSPC	70
Senior Lifeguard/Swim Instructor	Unrepresented MSPC	57
Senior Maintenance and Utility Worker	Unrepresented MSPC	68
Senior Parks Maintenance Worker	Unrepresented MSPC	68
Senior Planner	Unrepresented MSPC	92
Senior Recreation and Event Specialist	Unrepresented MSPC	72
Senior Recreation Leader	Unrepresented MSPC	57
Senior Wastewater Treatment Plant Operator	Unrepresented MSPC	82
Senior Water Meter/Distribution Operator	Unrepresented MSPC	72
Senior Water Treatment Plant Operator	Unrepresented MSPC	82
Utility Billing Technician	Teamsters	66
Utility Maintenance Worker I	Teamsters	62
Utility Maintenance Worker II	Teamsters	66
Wastewater Operator in Training	Teamsters	60
Wastewater Plant Chief Operator	Unrepresented MSPC	85
Wastewater Treatment Plant Operator I	Teamsters	71
Wastewater Treatment Plant Operator II	Teamsters	74

City of Imperial
Classification and Compensation Schedule

Wastewater Treatment Plant Operator III	Teamsters	80
Water Meter/Distribution Operator I	Teamsters	64
Water Meter/Distribution Operator II	Teamsters	67
Water Operator In Training	Teamsters	60
Water Plant Chief Operator	Unrepresented MSPC	85
Water Treatment Plant Operator I	Teamsters	71
Water Treatment Plant Operator II	Teamsters	74
Water Treatment Plant Operator III	Teamsters	80