**DOS PALOS POLICE DEPARTMENT**

INVITES APPLICATIONS FOR

**SCHOOL RESOURCE OFFICER**

**CURRENT SALARY RANGE: $4128.00 - $5432.00 per month**

(Appointment is generally made at Step A, but may be made at a higher step depending on qualifications and experience)

**Application Deadline: Continuous**



**THE COMMUNITY**

The City of Dos Palos, incorporated in 1935, is a small close-knit community located in Merced County. The population is approximately 5700. Dos Palos has one high school, one middle school, and two elementary schools. Dos Palos is approximately 100 miles from Yosemite National Park. The city is just under 1.5 square miles, and is surrounded by agricultural land.

**THE DEPARTMENT**

The Dos Palos Police Department has a present authorized strength of 10 full-time sworn Officers, 4 Dispatchers, 1 Community Service Officer and an active Police Reserve program. The Department is a generalist law enforcement agency with duties that include all aspects of police work. Sworn positions currently work on a 5-8 plan. The Department’s employees take pride in their work and in the community they serve, and strive to perform their duties in a business-like but sensitive and positive manner. It is dedicated to a community-oriented policing philosophy.

**THE POSITION**

The School Resource Officer position is assigned to the Dos Palos Oro Loma Joint Unified School District with the express goal of protecting life and property. Duties include, but are not limited to, enforcing municipal, state, and federal laws; maintain order on School District properties; assist in the prevention of crime and juvenile delinquency; patrol on foot or in patrol car; issue citations, make arrests, and testify in court; investigate complaints, misdemeanors, and felonies; provide security at extracurricular activities such as sporting events, school board meetings, and graduations; and other related activities as required.

**BENEFITS**

The City of Dos Palos offers an excellent benefits package including CalPERS retirement, medical, dental, vision, life, and disability insurance, 16 paid holidays, and a wellness program. For further information on benefits, contact Manuela Sousa, Director of Personnel (HR) at (209) 392-2174 or at [msousa@cityofdp.com](mailto:msousa@cityofdp.com).

**QUALIFICATIONS**

• Be at least 21 years of age at time of employment.

• A citizen of the United States or a permanent resident alien who is eligible for and has applied for citizenship.

• Possess a valid Class C California Driver License.

• Possess a high school diploma or equivalent. College level coursework is highly desired.

• Have at least 2 years of experience as a sworn law enforcement officer.

• Vision correctable to 20/20 in each eye with no serious color vision deficiency.

• Able to communicate clearly both orally and in writing (Possess a demonstrable comprehension of the correct usage of spelling, grammar, and punctuation).

• Able to deal effectively with both fellow employees and members of the public.

• Ability to work various shifts, hours, and holidays.

• Typing and computer skills preferred. The Department utilizes a computer-based records and report system generated on PC and laptop computers.

**SELECTION PROCESS**

A City application is required and may be obtained on the Dos Palos Police Department website at [www.dospalospd.org](http://www.dospalospd.org), or from Dos Palos City Hall, located at 2174 Blossom St, Dos Palos, CA 93620 from 9:00 a.m. to 4:00 p.m. Monday through Friday. Applications are being accepted on a continuous basis in order to establish an eligibility list**.** Initial screening of applications will be based on quality of experience, education, and training. Those selected will be subject to an interview, writing skills test, a thorough background check, a medical examination, and a psychological evaluation. Failure to successfully pass any portion of the selection process will eliminate a candidate from further consideration. Upon appointment, the employee must successfully complete an 18-month probationary period, during which the employee must demonstrate the ability to perform the work assigned to the position.

**AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

Qualified applicants will be considered without regard to race, color, ancestry, religion, national origin, sex, age, disability, medical condition (as defined by State law), marital status or political affiliation. If special accommodations are needed at any stage of the exam process, please notify this department in advance and every attempt will be made to consider your request.