



CITY OF HAWTHORNE
Human Resources
4455 W. 126th Street
Hawthorne, CA 90250
(310) 349-2950
www.cityofhawthorne.org
An Equal Opportunity Employer

EMPLOYMENT OPPORTUNITY

POLICE OFFICER – LATERAL
(FULL-TIME/CLASSIFIED)
AN OPEN COMPETITIVE RECRUITMENT

DEPARTMENT: POLICE DEPARTMENT
SALARY: \$6,331 - \$7,931 per month
FILING DATE: Open: Tuesday, June 13, 2023
Closes: Open Continuous

EMPLOYMENT APPLICATION:

https://hawthorneca.formstack.com/forms/city_of_hawthorne_application_for_employment

This recruitment may be extended if a sufficient number of qualified applicants for selection testing is not received. Interested applicants are encouraged to apply as soon as possible.

The City of Hawthorne offers a competitive benefit package that includes: City paid medical and dental insurance and basic life insurance coverage of \$50,000, City paid leave, enrollment in the California Public Employees' Retirement System (CalPERS), education achievement and physical fitness incentive programs, tuition reimbursement; Flexible Spending Account, Deferred Compensation, and other optional benefit plans.

LATERAL ENTRY

A lateral entry Police Officer shall be defined as an employee hired by the City as a sworn Police Officer who has successfully completed a probationary period with another law enforcement agency in the position of sworn law enforcement officer and possesses a valid California Peace Officer Standards and Training (POST) Basic Course Certificate or has completed the Basic Course waiver process.

THE DEPARTMENT

The Hawthorne Police Department is a very active, full service agency located in the southwest area of Los Angeles County. The men and women who work for the Hawthorne Police Department can expect to be exposed to any number of special assignments and receive specialized training in a variety of areas. The Hawthorne Police Department participates in long and short-term multi-jurisdictional task force operations and enjoys a reputation as a hardworking department with strong ties to neighboring and allied agencies. *This position requires the ability to work shift work, evening hours, holidays and weekends.*

MINIMUM QUALIFICATIONS

Education, Training and Experience

- Successfully completed a probationary period with another law enforcement agency in the position of sworn law enforcement officer and possesses a valid California Peace Officer Standards and Training (POST) Basic Course Certificate or has completed the Basic Course waiver process.

- Must not have pending disciplinary actions or investigations for misconduct or criminal activity.
- High school graduation or possession of a G.E.D. College level course work highly desired.
- Minimum age 21.
- Hearing must meet the normal and uncorrected range.
- Vision must meet minimum 20/80 uncorrected; corrected to 20/30; free from tunnel vision or color blindness in both eyes; Weight to be proportional to height.
- Must meet POST citizenship requirements.
- Be of good moral character.
- An officer holding probationary certification may not laterally transfer from one law enforcement agency to another. The probationary period must be completed in its entirety at the same agency. If an officer terminates employment with one agency before his or her year is up, then he or she must start a new probationary period at the new agency.

Licenses, Certificate and/or Special Requirements

- A valid California class "C" driver's license, safe driving record, and proof of insurance are required at the time of appointment.
- Must successfully complete a background investigation and polygraph examination.

PHYSICAL ABILITIES & ENVIRONMENTAL CONDITIONS

- Work is performed both in and outdoors with exposure to seasonal climate and weather conditions. Exposure to slippery surfaces, dust, dirt, and odors are conditions frequently encountered.
- An incumbent must constantly work with noise from traffic and police radio.
- Requires normal and uncorrected hearing; minimum 20/80 uncorrected vision or corrected to 10/30 to, must be free from tunnel vision or color blindness in both eyes.
- Weight in proportion to height and ability to speak and smell.
- Requires constant arm and leg movements for driving, walking, standing, and sitting for short to prolonged periods of time.
- Safe mobility involving use of various functional body parts and extremities for bending, stooping, lifting, running, jumping, leaning, squatting, climbing, crouching, kneeling, crawling, turning, and twisting.
- The ability to safely push, pull, carry, and drag up to 100 pounds with or without assistance.
- The ability to reach above and below shoulder level; both light and firm grasping; finger dexterity to write, manipulate certain work tools or equipment, operate patrol vehicle control switches for lights, sirens, or radio, computer keyboard, and to manually check weapons or perform safety checks to maintain operational condition
- Foot manipulation to operate accelerator or brake pedals of a police vehicle with the right or left foot or to use the foot as an aide to control suspect's foot while patting down a suspect.
- The ability to feel for patting down a suspect's body to determine level of warmth to test or confirm evidence of fire or feel body for warmth or pulse.
- Physical abilities of the position may expose an incumbent to blood, bodily fluids, or communicable diseases.

RECRUITMENT PROCESS

A complete City application and supplemental questionnaire (if applicable) are required to be considered for any open position and **must be filled out completely**, showing clearly that the minimum qualifications are met. Applications may be accompanied by a resume describing experience, education & training in relation to the requirements of the position, **however resumes will not be accepted in lieu of a City employment application**. Incomplete applications will be rejected from consideration.

The City's employment application is located at www.cityofhawthorne.org. Please complete all the required information as provided on the form. Do not alter the application.

City Hall business hours are Monday through Thursday from 7:30 a.m. to 5:30 p.m. and closed every other Friday. On the alternate Friday, City Hall hours are from 7:30 a.m. to 4:30 p.m. Please contact the Human Resources Department at (310) 349-2950 with any questions regarding this recruitment.

Note: Communications from the Hawthorne Human Resources Office regarding this recruitment will be via email. Please periodically check spam or junk mail folders.

All employment application materials received by the final filing deadline will be reviewed to determine the level and scope of applicant qualifications for the position. All information provided by an applicant is subject to verification.

TESTING & SELECTION PROCESS

Exam will consist of a 100% weighted interview; a PASS/FAIL physical agility performance test may be required at the discretion of the City of Hawthorne; a comprehensive background investigation (includes polygraph); a psychological evaluation; and a comprehensive medical examination (includes drug screening). Examinations will be conducted as sufficient number of qualified applications are received. Candidates will be notified by mail or by telephone as to test dates, times, and locations.

Any applicant requiring reasonable accommodation during the selection process due to a qualified disability must inform the Human Resources Office at (310) 349-2950 at least 72 hours in advance of the need for accommodation.

Applicants completing selection testing with acceptable results will qualify to have their name placed on an Eligibility List. The Eligibility List will be considered by the hiring authority to fill current and future vacancies for the position.

VETERANS' PREFERENCE CREDIT

The City of Hawthorne provides Veterans' Preference Credit to qualified candidates who are successful in the examination process. To be eligible for this preference, a legible copy of DD214 upon application filing with the Hawthorne Human Resources Department is required.

COMPENSATION AND BENEFITS

City employee may be eligible to participate in a benefit program including holidays, vacations, savings and retirement plans, health programs, other benefits listed in the Hawthorne Police Officers Association (HPOA) Memorandum of Understanding. Benefits may change due to employer-employee negotiations. Eligible City employees will participate in a defined benefit retirement plan administered by California Public Employees' Retirement System (CalPers). For additional details, refer to the City's website: www.cityofhawthorne.org under MOUs & Salary Schedules.

EQUAL EMPLOYMENT OPPORTUNITY POLICY

The City of Hawthorne is an Affirmative Action/Equal Employment Opportunity Employer. We are committed to providing all individuals equal opportunity in employment regardless of age, sex, race, national origin, religion, color, ancestry, marital status, sexual orientation, medical condition, physical or mental disability, or service as a military veteran. Women, minorities and disabled individuals are encouraged to apply.

ABOUT THE CITY

Proudly Serving the Community for over 80 Years!

Incorporated in 1922, the City of Hawthorne currently has a population of nearly 87,000 within a six square mile area. Ideally located near the Los Angeles International Airport, connected by rail to the Port of Los Angeles and downtown Los Angeles, and surrounded by the San Diego (I-405), Harbor (I-110), and Glenn M. Anderson (I-105) Freeways, the City of Hawthorne could easily be termed the "Hub of the South Bay." By virtue of its location, Hawthorne affords easy, quick access to all that Southern California offers; culture, sports, entertainment, mountains, and beaches. Temperatures in the area are always among the most pleasant in the Los Angeles basin. The City of Hawthorne possesses a shared vision towards the future to create a great city and build an economy, which supports the community's desire for a high quality of life.



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