



City of San Leandro

Police Recruit Trainee and Academy Attendee

SALARY	\$6,647.00 - \$8,079.00 Monthly	LOCATION	San Leandro, CA
JOB TYPE	Full-Time	DEPARTMENT	Police Department
OPENING DATE	09/01/2023	CLOSING DATE	Continuous

The Position

Your search has ended! You have found your home with the San Leandro Police Department if you want a demanding and rewarding career working alongside honorable community guardians who partner with our diverse community to make San Leandro the safest city in the country. This is your home if you like being at the forefront of technology and innovation.

This is your home if you enjoy being valued, celebrated, and having your creative solutions solicited. This is your home if our core values: teamwork, integrity, professionalism, and service resonate with you. Explore your new home at <https://wearourblue.org/> to learn more about becoming a member of our extraordinary team as a Police Recruit Trainee.

APPLY IMMEDIATELY. APPLICATIONS WILL BE ACCEPTED UNTIL A SUFFICIENT NUMBER OF QUALIFIED APPLICATIONS ARE RECEIVED FOR THE CURRENT ROUND OF TESTING. To be considered for this testing process, applicants **MUST** submit a California PELLETB "T-score" of 42 points or higher dated within one year or application **or** an NTN score for the written exam requirement. A California POST physical agility certificate, known as the Work Sample Test Battery (WSTB), with a score of 384 or higher **and** a 14-minute maximum time for the 1.5-mile run dated within one year of application **MUST** be submitted with your application.

For information on how to take the NTN written exam, please visit <https://nationaltestingnetwork.com/publicsafetyjobs/index.cfm>.

For information on how to take the California POST PELLETB and/or WSTB, please visit <https://theacademy.ca.gov/tests>.

WHAT WE OFFER YOU:

- **Get paid to learn! Earn a full-time salary while attending a Police Basic Academy (\$6647 - \$8079/month)**
- **Parental Leave (40) hours upon graduation***
- **4% of base salary for an AA or Intermediate POST***
- **Up to 8% of base salary for a BA or Advanced POST***
- **Master Officer I/II pay - up to 7.5% of base salary (after 20 years as a sworn peace officer with established criteria)***
- **Onsite gym and fitness amenities available***
- **City contribution towards deferred compensation up to 2% of base salary**
- **Up to \$2409 monthly City contribution toward medical and dental benefits (you pay only \$113.30/month for Kaiser family coverage)**

*Upon graduation from the Police Academy

Duties and Responsibilities

Supervision Exercised and Received: Receives direct supervision and tutorage from Academy training staff, as well as training staff from the San Leandro Police Department.

Essential Functions: *The functions of the classification may include, but are not limited to, the functions below and are subject to changes in operational necessity.*

- Attends and successfully completes a certified police training academy designed to provide an overview of the Criminal Justice System which includes training in various laws, police procedures, law enforcement techniques, first aid, weapons, and physical fitness;
- Understands and is able to carry out oral and written directions;
- Meets standards of physical stature, endurance, and agility established by the City;
- Observe and accurately remember names, faces, numbers, incidents, and places;
- Uses and cares for firearms;
- Learns, understands, and interprets laws and regulations;
- Prepares accurate and grammatically correct written reports;
- Learns standard broadcasting procedures of a Police radio system; and
- Performs related duties as assigned. For detailed information about the job classification, visit: [Police Recruit Trainee](#)

SELECTION PROCESS:

NTN or PELLETB*	Candidates must take and pass either the NTN or PELLETB test.
POST Work Sample Test Battery (WSTB)**	Candidates must take and pass the WSTB test with a score of 384 or higher <u>and</u> a 14-minute maximum time for the 1.5-mile run.
Apply through the City's website	Click on "Apply" above. Upload your PELLETB (if applicable) and WSTB test scores with your application.
Application Review	Ongoing
Panel Interview	Candidates who meet minimum standards will be invited to a Panel Interview. Interviews are tentatively set for the third Wednesday of every month.
Command Interview	Candidates who pass the Panel Interview will be invited to an interview with San Leandro Command Staff.
Personal History Statement (PHS)	Candidates who pass the Command Interview will be contacted to submit their PHS.
Polygraph	Candidates who successfully pass the PHS will be scheduled for a polygraph.
Background Investigation	Candidates who pass the polygraph will undergo a background investigation.
Medical exam and psychological evaluation	Candidates who pass the background investigation will be given a conditional offer and then be scheduled for a medical exam and psychological evaluation.

Final Job Offer

Those candidates who successfully pass the medical and psychological evaluations will be given an official job offer. Welcome to the City of San Leandro!

Candidates must submit **ONE of the following in order to be considered:**

*California POST Entry Level Law Enforcement Test Battery (PELLETB) "T-score" of 42 points or higher dated within one year of application. NOTE: California POST "T-scores" from other agencies will be accepted if it has been taken within one year of the date you submit your City of San Leandro application. Applicants must submit, on agency letterhead, a letter that states that the individual has taken the California Commission on Peace Officer Standards and Training (POST) Entry Level Law Enforcement Test Battery (PELLETB) written exam. The letter must contain the total "T-score" and the date of the test. For information on where the PELLETB test is offered, please visit www.theacademy.ca.gov/tests.

OR

*A passing NTN score. For information on where the NTN test is offered, please visit <https://nationaltestingnetwork.com/publicsafetyjobs/index.cfm>.

ALL candidates must submit the following test certificate in order to be considered:

*California POST physical agility test certificate, known as the Work Sample Test Battery (WSTB), with a score of 384 or higher and a 14-minute maximum time for the 1.5-mile run, dated within one year of application. For information on where the WSTB test is offered, please visit www.theacademy.ca.gov/tests.

Qualifications

To qualify as a Police Recruit Trainee/Academy Attendee, an applicant must:

- Possess a high school diploma or a G.E.D.
- Have equivalent work experience, other education, or training that would most likely provide the required knowledge and abilities OR completed 60 (semester) college units
- Be 20.5 years of age or older to attend a POST Basic Police Academy
- Possession and continued maintenance of a valid class "C" California driver's license
- Record must be free from any felony convictions, or any convictions that would bar the applicant from legally possessing a firearm
- Applicant must be in good physical condition. Weight must be in proportion to height. Vision and physical condition must satisfy established POST medical standards. Please refer to <https://post.ca.gov/medical-screening-manual.aspx> for additional information.

Additional Information

Information contained herein is subject to change without notice.

The City of San Leandro is an Equal Opportunity Employer. For more information regarding ADA accommodations or Veteran's preference, please visit <https://www.sanleandro.org/Faq.aspx?TID=54>.

Agency

City of San Leandro

Address

835 East 14th Street

San Leandro, California, 94577

Phone

510-577-3396

Website<http://www.sanleandro.org>**Police Recruit Trainee and Academy Attendee Supplemental Questionnaire*****QUESTION 1**

The purpose of the questionnaire is to provide applicants the opportunity to elaborate on their experience, education, and training for the Police Recruit Trainee/Academy Attendee position. Responses to the questionnaire will be used to better assess qualifications to determine which applicants will be invited to participate in the next step of the selection process. Do not answer any of the questions by indicating "see application or see resume."

I understand

***QUESTION 2**

Do you possess a high school diploma or its legal equivalent, such as a GED?

Yes

No

***QUESTION 3**

Please indicate the numbers of college units you have completed from the list below. if you have not completed any college units, please select "N/A"

Up to 30 semester units (45 quarter units)

31-60 semester units (46-90 quarter units)

I possess an Associate's degree

I possess a Bachelor's degree

I possess a Master's degree

N/A

***QUESTION 4**

Are you a minimum 20.5 years of age?

Yes

No

***QUESTION 5**

To be considered for this testing process, applicants **MUST** submit a California PELLETB "T-score" of 42 points or higher dated within one year of application or an NTN score for the written exam requirement. Please indicate which certificate you are submitting to meet this requirement:

I have uploaded my valid California PELLETB "T-score" of 42 points or higher to my application.

I have taken the NTN test and have requested my results be sent to the City of San Leandro.

None of the above.

***QUESTION 6**

To be considered for this testing process, applicants **MUST** submit a POST Work Sample Test Battery (WSTB) of 384 or higher and a 14-minute maximum time for the 1.5 mile run dated within one year of application. Have you uploaded your WSTB physical agility test certificate to your application?

- Yes
- No

***QUESTION 7**

Are you currently attending a State of California POST-certified Basic Police Academy?

- Yes
- No

***QUESTION 8**

If you answered "Yes" to Question #7, have you attached a Letter of Verification confirming your enrollment in a State of California POST Basic Police Academy?

- Yes
- No
- Not applicable

***QUESTION 9**

Please indicate the name of the State of California POST Basic Police Academy you are attending and the completion date, or anticipated completion date. If you are not enrolled in a POST Basic Police Academy at this time, please write "N/A" in the space below.

***QUESTION 10**

By checking this box, I am confirming that all statements made in this supplemental questionnaire and on the application are accurate and true; and I understand that misstatements or omissions of material facts will result in being rejected from this recruitment process or released from future employment with the City of San Leandro.

- I agree

* Required Question