**DOS PALOS POLICE DEPARTMENT**

INVITES APPLICATIONS FOR

**POLICE INVESTIGATOR**

**CURRENT SALARY RANGE: $3329.00 - $4380.00 per month**

(Appointment may be made at any step depending on qualifications and experience)

4% salary increases scheduled for July 2020 and July 2021

**Application Deadline: 12/31/2019**

**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 alternative education 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, 1 Animal Control 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, though the investigator may work a 4-10 schedule with the approval of the Chief of Police. 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 Dos Palos Police Department recently received a grant from the State of California to be used for the education and enforcement of tobacco usage among juveniles. The successful candidate will work closely with the schools in the district to educate students on the dangers of tobacco usage, including vaping, as well as educate school staff and parents on what to look for in underage tobacco use. The officer will also work undercover operations to determine whether stores in the city are selling tobacco to minors. The officer will also assist patrol officers in follow-up investigations related to other crimes committed in the city. General law enforcement duties include, but are not limited to, enforcing municipal, state, and federal laws; maintain order in the community; 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; 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 preferred.

• Possess a valid Basic Academy Certificate from a POST certified police academy.

• 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.

• At least 2 years of experience in investigations with a law enforcement agency is highly desired.

**SELECTION PROCESS**

A City application is required and may be obtained from Dos Palos City Hall, located at 2174 Blossom St, Dos Palos, CA 93620 from 9:00 a.m. to 5:00 p.m. Monday through Friday, on the Police Department’s website at [www.dospalospd.org](http://www.dospalospd.org), or by calling (209) 392-2174. 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 probation 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.