



**INVITES APPLICATIONS FOR THE
POSITION OF:
Parks-Waterfront
Ranger**

An Equal Opportunity Employer

CITY OF EUREKA
Department of Human
Resources
531 K Street
Eureka, CA 95501
(707) 441-4124

<http://www.ci.eureka.ca.gov>

SALARY

\$24.71- \$30.03 Hourly \$4,283.00 - \$5,206.00 Monthly \$51,396.00 - \$62,472.00 Annually

OPENING DATE: 04/06/2018

CLOSING DATE: Until filled

***This is a sworn position with the Eureka Police Department.
A P.O.S.T. certification is required.***

LATERAL POLICE OFFICERS \$20,000 SIGNING BONUS

\$10,000 paid upon hiring, \$5,000 paid upon completion of FTO, final \$5,000 paid upon successful completion of probationary period.

ENTRY LEVEL POLICE OFFICERS (WITH POST CERT.) \$5,000 SIGNING BONUS

\$2,500 paid upon completion of FTO, final \$2,500 paid upon successful completion of probationary period.

Successful candidates may be hired at any step in the salary range, depending on experience. Applicants who hold POST Professional Certifications will be eligible for certification pay as follows:

POST Intermediate: 7% of Basic Salary

POST Advanced: 14% of Basic Salary

DESCRIPTION SUMMARY

Under general supervision, performs a wide variety of professional law enforcement duties in the City's recreational open space areas including the waterfront, harbor, trails and community parks. Such duties involve the prevention of crime, the protection of life and property, and the enforcement of Federal, State and local laws and ordinances; makes investigations, assists in the preparation of cases and testifies in court; provides information and assistance to the public; performs a variety of special duty assignments, as required; and performs related duties as assigned..

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. No supervision of staff is exercised.

CLASS CHARACTERISTICS

This sworn, working-level law enforcement class performs all non-supervisory assignments found in a municipal police department. Incumbents are assigned to the City's parks, trails, harbor, and waterfront areas for patrol and to all functional areas of the law enforcement field, including investigation, youth services, administration, and training are included. Based upon needs of the assignment, duties are carried out on foot, bicycle, from vehicles and/or aboard watercraft. This class is distinguished from Police Officer in that the latter is assigned varied law enforcement responsibilities throughout the entire city while the former's duties are primarily constrained to proactive, high visibility patrol within the city's parks and waterfront areas.

EXPECTATION OF JOB DUTIES:

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

- Patrols assigned sections within the City's parks, trails, waterfront, and harbor-marina areas, in a radio dispatched automobile or other motorized vehicle, on foot, by bicycle, or watercraft to secure life and property, observe situations, report suspicious or criminal activity, hazardous conditions and deter crime by providing high visibility.
- Enforces laws and regulations regarding park marina and trail use; patrols assigned areas; issues warnings, citations and makes arrests for various Eureka Municipal Code and state law violations.
- Provides information, directions and assistance to the public in a variety of situations; takes reports and assists the public with complaints or unusual situations.
- Operates a marine craft to patrol the City's Public Marina and Harbor, enforcing applicable federal, state and local waterway laws, regulations and rules; patrols the City's Public Marina and Harbor to provide security and prevent crime.
- Performs a variety of community policing duties to maintain a highly visible presence within the community for the purpose of deterring crime, maintaining good community relations, and providing assistance to the public, including speaking before various civic and community groups, patrolling assigned divisions by foot, bicycle or vehicle, and performing other related duties as required.
- Enforces parking regulations and traffic laws at City Parks, Public Marina and Harbor facilities, and other waterfront areas; issues traffic citations; investigates accidents; provides traffic and crowd control at accident sites or for special events at City waterfront properties and facilities.
- During patrols, explains regulations to visitors and provides information and advice on park-waterfront activities and cultural, historical, and/or natural resources history and location.
- Participates in a variety of community relations and public education and awareness activities.
- Conducts scheduled and special patrols of land and water areas. Checks usage and condition of public use areas, commercial docks, and other recreation areas, including safety, fire, sanitation, and maintenance. Reports any problems and their extent to supervisor and Community Services Director or designee.
- May be required to assist Eureka Police Department Officers and/or Detectives with various emergency calls for service and investigations outside of assigned area.
- Makes arrests and serves warrants and subpoenas; takes individuals into custody and may transport them for medical clearance and/or booking at a longer-term facility, as required.
- Secures crime scenes and evidence; interviews suspects, victims and witnesses; collects and preserves evidence; performs complete investigations and/or cooperates with other law enforcement agencies providing investigative and case development support.
- Conducts comprehensive investigations into felony and high level crimes as assigned including conducting surveillance activities and coordinating and maintaining crime scene activities.
- Assists the City Attorney or the District Attorney staff in preparing, documenting and developing cases and gathering information; testifies in court as required.
- Directs the activities of police support personnel and/or volunteers in office and field situations.
- Provides emergency medical attention to the public when responding to calls for assistance, and requests appropriate medical assistance as necessary.
- Provides mutual aide to other law enforcement agencies as dispatched and in accordance with departmental policy.
- Prepares reports; prepares and maintains logs, records and accurate files.
- Serves writs, warrants, subpoenas and other legal documents.
- Attends meetings, conferences, workshops, and training sessions, and reviews publications and materials to become and remain current on principles, practices, and new developments in assigned work areas.
- Oversees the use and care of equipment as required.
- Performs other duties as assigned.

KNOWLEDGE SKILLS AND ABILITIES:

QUALIFICATIONS

Knowledge of:

- Law enforcement principles, practices and techniques related to patrol, traffic enforcement, crime scene control and investigation, protection of life and property, pursuit, apprehension and transportation of suspects.
- Investigation and identification techniques and equipment.
- Rules of evidence regarding search and seizure and the preservation of evidence.
- Courtroom procedures and techniques for testifying.
- Applicable laws, codes, ordinances, court decisions and departmental rules and regulations.
- Safety practices and equipment related to the work, including the safe use and proper care of firearms, chemical agencies and impact weapons.
- Methods of self-defense and physical restraint and the use of defense and restraint equipment.
- Techniques of first aid and CPR.
- Operating a motor vehicle, watercraft and all attached equipment in a safe manner under patrol and emergency conditions.
- Modern office practices, methods and computer equipment.
- Computer applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for dealing with and solving the problems presented by a variety of individuals from various socio-economic, cultural and ethnic backgrounds, in person and over the telephone, often when relations may be confrontational or stressed.
- Techniques for providing a high level of customer service to the public and City staff, in person and over the telephone.

Ability to:

- Observe accurately, recall faces, names, descriptive characteristics, facts of incidents and places.
- Interpret apply and explain complex laws, codes, regulations and ordinances.
- Prepare clear, accurate and grammatically correct reports, records and other written materials.
- Identify and be responsive to community issues, concerns and needs.
- Coordinate and carry out special assignments.
- Monitor changes in laws and court decisions and apply them in work situations.
- Enter information into a computer with sufficient speed and accuracy to perform the work.
- Make sound, independent decisions in emergency situations.
- Organize own work, set priorities and meet critical time deadlines.
- Operate a motor vehicle and watercraft in a safe manner under patrol and emergency conditions.
- Operate the equipment and vehicles of the department in a safe and responsible manner.
- Operate modern office equipment including computer equipment and software programs.
- Use English effectively to communicate in person, over the telephone and in writing.
- Use tact, initiative, prudence and independent judgment within general policy and legal guidelines in politically sensitive situations.
- Establish and maintain effective working relationships with those contacted in the course of the work.

REQUIREMENTS:

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:

Equivalent to the completion of the twelfth (12th) grade and one (1) year of experience working with the public. Two (2) years of college-level coursework and/or volunteer law enforcement experience are desirable.

License:

- Valid California class C driver's license with satisfactory driving record.
- Valid Basic Police Academy certificate issued by the California State Commission on Peace Officer Standards and Training (P.O.S.T.).
- Possession and maintenance of firearms qualification.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; maintain P.O.S.T. physical standards, including mobility and physical strength and stamina to respond to emergency situations and apprehend suspects; vision to maintain firearms qualification and to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone or radio. The job involves fieldwork requiring frequent walking on uneven terrain, climbing and descending structures to access crime scene and to identify problems or hazards. The use of watercraft while on patrol requires sufficient balance and ability to swim if necessary. Finger dexterity is needed to access, enter and retrieve data using a computer keyboard or calculator and to operate police services equipment. Positions in this classification frequently bend, stoop, kneel, reach and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects necessary to perform job functions.

ENVIRONMENTAL ELEMENTS

Employees work indoors and outdoors and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

Must be willing to pass a detailed background investigation. Must be willing to work extended shifts or be called back in emergency situations and work with exposure to difficult circumstances, including exposure to dangerous situations.

BENEFITS SUMMARY

CalPERS Retirement – The Public Employees' Pension Reform Act (PEPRA) also known as Assembly Bill (AB) 340 was passed and went into effect on 01/01/2013.

- **CLASSIC MEMBERS (3% at 50)**
Employees hired before 01/01/2013 by a CalPERS agency and who have less than a 6 month break in service, are considered "classic members" with all classic member benefits and restrictions.
Employee portion: 9% plus an addition 3% of the employer's portion per MOU agreement.
- **PEPRA MEMBERS (2.7% at 57)**
Employees hired by a CalPERS agency after 01/01/2013, are considered PEPRA members with the new AB 340 benefit formulas, final compensation and contribution requirements.
Employee portion: 12.25% plus an additional 3% of the employer's contribution per MOU agreement.

SOCIAL SECURITY - The employee contribution is included in salary and paid by the employee. The City does not participate in Social Security except for the 1.45% required Medicare contribution; therefore, earnings from this job are not covered under Social Security. When you retire you may receive a pension based on earnings from this job. If you do, your pension may affect the amount of Social Security benefits you may receive. For more information go to www.socialsecurity.gov/form1945.

MEDICAL

Medical coverage for employees and eligible dependents is provided through a self-funded Anthem Blue Cross plan administered through HealthComp. The City offers two (2) low deductible plans and one (1) high deductible plan to choose from. The high deductible plan includes a Health Savings Account (H.S.A.) which the City will contribute the applicable deductible as negotiated through the MOU. The City will contribute 80% of the health insurance premium; the remaining 20% is paid by the employee. Dental and Vision coverage is paid by the City. Note: There are specific requirements for continuing health insurance as a retiree.

VACATION

Vacation is accumulated at 1 day per month upon employment and increases with time in service. The maximum accrual is 280hrs. Vacation buyback is available up to 80hrs.

SICK LEAVE

Sick Leave is accrued at 1 day per month with no limit. A total of nine days of Family Sick Leave are allowed per year. Three of these days are deducted from a Family Sick Leave bank and six days are deducted from employee's accrued sick leave. An employee may be allowed Family Death Leave up to 3 days per incident. This is not accruable.

HOLIDAYS

The City pays for 11 ½ fixed holidays per year, in addition to 1 floating holiday.

LONGEVITY PAY (Effective 05/01/2018)

Five (5) years = 1%, Ten (10) years = 2%, Fifteen (15) years = 3% of base salary.

LIFE INSURANCE

The City pays the premium on a \$20,000 life insurance policy for the employee, including eligible dependent coverage at \$1,000 each.

ADDITIONAL BENEFITS

Optional participation in 457 deferred compensation plans, City-paid membership in an Employee Assistance Program (EAP) for the employee and eligible dependents, free membership at the Adorni Recreation Center and discounted membership for spouse and dependent children, an educational reimbursement program and optional participation in supplemental health coverage through AFLAC.

Note: Although benefits have been reported as accurately as possible, there has been no warranty of complete benefit summary intended. All information provided is subject to the actual terms of the legal documents that control benefit programs.