



CSU Bakersfield

Office of Human Resources

Mail Stop: 37 ADM
9001 Stockdale Highway
Bakersfield, California 93311-1022

(661) 654-2266
(661) 654-2267 Job Line
www.csub.edu/bas/hr

CSUB JOB ANNOUNCEMENT

Position Title:	POLICE SERGEANT	
Recruitment #:	#2090	
Full/Part-Time:	Full-Time	
Employment Type:	Permanent	
Bargaining Unit:	R08	
Salary:	\$5,557 - \$8,578 per month	Non-Exempt
Department:	University Police	
Available:	Immediately	
Special Conditions:	See all Qualifications/Requirements Below	
Sensitive Position:	Yes	
Posted:	December 2, 2016	
Closing Date:	December 16, 2016	

Positions are open to all interested applicants, both on and off campus, unless this is an on-campus only recruitment.

APPLICATION PACKET REQUIREMENTS

This position requires **(including those on campus)** submission of:

- A standard CSU, Bakersfield job application (download at: <http://www.csub.edu/bas/hr/EmployRecruit/Job%20Status%20Inquiry/index.html>)
- Names of three professional references
- Copy of degree/transcripts/typing certificate, if required
- Brief description of how you are qualified for this position by virtue of your interest, aptitude, education and experience required.

DUTIES: Under the direction of a commanding officer, the sergeant is assigned primary responsibility as a working, first line supervisor, in addition to general law enforcement and specialized work assignments performed by police officers. Work assignments require the use of independent judgment and the ability to provide leadership to others. Sergeants typically perform some or all of the following duties: Plan, assign, coordinate, and supervise assigned staff on a shift, task force, or unit on a regular basis; direct and control employees under their supervision; inspect and evaluate activities of employees under their supervision; provide leadership and training to employees; develop, implement, and enforce university and department policies, procedures, and regulations within their assigned area of responsibility; provide on-the-job training, development and evaluation to assigned staff; assume command in the absence of a superior officer; act as a team leader on particular investigative or project task forces; i.e., FTO programs, Critical Response Unit, crime prevention projects and may serve as a Projects Officer for the Community Oriented Policing and Problem Solving (COPPS) Program; may assume the role of a designated Watch Commander or Officer in Charge; provides specialized training and assumes a leadership role on special reaction teams, and other duties as assigned.

REQUIRED QUALIFICATIONS: Requires three years of experience as a Peace Officer, and at least one year of patrol experience. Applicants must possess a Basic Peace Officer Standard and Training (P.O.S.T.) certification and a valid California driver's license. The individual selected for this position must satisfactorily complete the P.O.S.T. Supervisory Training Course within the first year of employment. Applicants should have a thorough knowledge of current law enforcement methods, procedures and practices, current criminal codes and laws, effective investigative techniques and procedures, the ability to work independently and make sound judgments and have effective leadership, supervisory and training abilities. Applicants should have strong written, spelling and computer/data processing skills. Incumbent must be able to prepare clear, concise and accurate reports with the ability to understand and follow written and oral directions. Incumbent must also have a commitment to a service and community oriented philosophy.

SPECIAL REQUIREMENTS: Employment standards require that applicants must:

1. Not have been convicted of a felony in any State or in any Federal jurisdiction, or of any offense in any other State or Federal jurisdiction which would have been a felony if committed in this State.
2. Be of good moral character.
3. Be a high school graduate or have passed the G.E.D. test as required by P.O.S.T.
4. Be able to work shifts including weekends, holidays, and late evenings/early morning shifts.

PREFERRED QUALIFICATIONS: A Bachelor degree in Police Science, Public Administration, or related field is preferred (**attach diploma or transcripts to demonstrate qualification**). Advanced Peace Officer Standard and Training certification is strongly preferred. Two or more years of Law Enforcement experience in a college or university setting is preferred. At least one year of experience, including but not limited to Sergeant, Corporal, or Field Training Officer is preferred.

Testing Requirements:

Those applicants meeting the basic criteria may be invited to participate in an oral interview. Applicants not currently employed at CSU Bakersfield may be required to take a physical agility test. The physical agility test is scored on a pass-fail basis with the eligibility ranking being established solely on the basis of the interview before a Qualifications Appraisal Board for the purpose of appraising training, experience, interest, and suitability.

Applicants under consideration for employment may be required to undergo an extensive and thorough background investigation, including credit report and pass a medical examination including drug screening and psychological examination. The required Physical Agility Test consists of the following four components:

1. **99-yard Obstacle Course:** The candidate will run a 99-yard obstacle course consisting of several sharp turns, a number of curb height obstacles, and a 34-inch high obstacle that must be vaulted.
2. **Body Drag:** The candidate will lift and drag a 165-pound lifelike dummy 32 feet.
3. **Solid & Chain Link Fence Climb:** The candidate will run 5 yards to a 6-foot fence, climb over the fence, and continue running another 25 yards.
4. **500-Yard Run:** Run 500 yards (equivalent to one lap plus 60-yards of a standard running track).

POLICE OFFICER BENEFITS:

*Excellent Health, Dental and Vision benefits
PERS Peace Officer Retirement, 2.5% at 57
Employee contribution 10.5%
Pay incentives for P.O.S.T. Intermediate and Advanced Certificates
14 paid holidays (includes 1 personal holiday)
Tuition fee waiver for employees and dependents
Pay incentives for special assignments
Annual Uniform Allowance*

SCREENING: Only those applicants possessing experience most directly related to the immediate needs of the office will be invited to appear before a Qualifications Appraisal Board for the purpose of appraising training, experience and interest in the position.

BACKGROUND CHECK: A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

SENSITIVE POSITION: Sensitive positions are designated by the CSU as requiring heightened scrutiny of individuals holding the position, based on potential for harm to children, concerns for the safety and security of the people, animals, or property, or heightened risk of financial loss to the CSU or individuals in the university community.

MANDATED REPORTER: The person holding this position is considered a “mandated reporter” under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

DESIGNATED POSITION: If the duties of this position include participation in decisions that may have a material financial benefit to the incumbent, the selected candidate will be required to file Conflict of Interest Form 700: Statement of Economic Interest when they first occupy the position, and on an annual basis, complete ethics training within 6 months of appointment, and attend this training every other year thereafter.

GENERAL INFORMATION: It is the policy of California State University, Bakersfield to hire only United States citizens and aliens lawfully authorized to work in the United States. All new employees will be required to present documentation verifying their right to accept employment. You will also be requested to present a social security card at the time of initial appointment in compliance with state payroll regulations. State regulations require that every state employee sign the Oath of Allegiance prior to commencing the duties of his/her State employment, except legally employed non-citizens. These individuals are required to sign the Declaration of Permission to Work.

APPLICATION PROCEDURE: Official California State University, Bakersfield application forms must be completed in full and received in the Human Resources Office by 5:00 p.m. on/or postmarked by the specified closing date, unless otherwise indicated. Resumes are welcomed but will not be accepted in place of the official application. E-mailed or faxed applications or resumes will also not be accepted.

Applications are available outside the Office of Human Resources and may be downloaded from the Human Resources website. Candidates who reside outside the city of Bakersfield may contact the Office of Human Resources and request that an application be mailed to their residence. It takes a minimum of 4-6 weeks from the closing date for a position to be filled.

To check the status of your application, go to the Human Resources’ Job Opening/Status Inquiry page at <http://www.csub.edu/bas/hr/EmployRecruit/Job%20Status%20Inquiry/index.html> and click on the “Job Status” icon link. **Applicants will not receive individual notifications.** Upon submission, all application materials become the exclusive property of California State University, Bakersfield and will not be copied or returned.