

The City of
MADERA



JOIN OUR TEAM!

Are you...

A self-starter who likes to keep busy with a variety of assignments?

Interested in municipal government and public service?

Detail oriented and well organized?

A team player who wants to contribute to the community?

NOW RECRUITING FOR: Neighborhood Preservation Specialist I

\$41,695.65-\$53,218.91/Year

- * 3% pay incentive for BA/BS Degree *
- * 2% COLA effective July 2022, 2023, and 2024 *
- * \$1,500 lump sum July 2022, 2023, and 2024 *
- * \$2,400/year tuition reimbursement for college *

PRIMARY RESPONSIBILITIES

The Neighborhood Preservation Specialist I assists in the inspection of residential dwellings and commercial buildings to identify violations and to cite and enforce provisions of the City Municipal Code and California Health and Safety Code, and recommends improvements in neighborhoods with regard to un-safe and substandard buildings.

QUALIFICATIONS

Education/Experience: 3 years experience working with the public in the interpretation and application of laws, codes, rules and procedures, and a high school diploma or equivalent

License/Certificate: Valid Class C DL. Must complete PC 832 Laws of Arrest course within six months of hire (training to be provided by the City). Must complete Certified Basic and Advanced Code Enforcement Certificates from the Sacramento Training Center to be considered for promotion.

EXAMINATION PROCESS

Only those applicants who meet the qualification standards of this position by the application filing deadline will be allowed to participate in the examination process. Examination scores determine standing on Civil Service eligibility lists. The City Manager, upon recommendation of the department head, will make the final selection and appointment from the established eligibility list.

The examination process may consist of the following parts: Application Package Review: Qualifying Only; Oral Exam: 100% Weight Value. Candidates must earn a score of 70% or higher to be considered for the eligibility list.

Applicants who require special examination accommodations due to a disability should contact the Human Resources Department five (5) business days prior to any scheduled examination at (559) 661-5401.

Applicants may be eligible for Veteran's Preference Points (5 points) and should attach a DD214 to their employment application for consideration of this preference.

APPLICATION DEADLINE

Apply by 3 pm Friday, February 11, 2022

learn more



madera.gov/apply

COMPENSATION & BENEFITS



LIFE INSURANCE

The City provides a \$25,000 life and accidental death and dismemberment policy along with \$5,000 dependent life. The employee may purchase additional supplemental life insurance for him/herself, spouse and/or dependents.

MEDICARE

The City contributes an amount equal to 1.45% of the employee's salary; the employee also contributes 1.45%.

LONG TERM DISABILITY

This city paid benefit provides up to 2/3-income protection.

BILINGUAL INCENTIVE

English/Spanish for qualifying individuals and positions after passing annual bilingual test.

DEFERRED COMPENSATION

The City offers a paid/vested contribution of 4.2% of base pay to one of two 457 plans offered to the employee. In addition, the employee may also contribute, though not required.

EDUCATION INCENTIVE

General Bargaining Unit employees will receive a 3% incentive for an approved Bachelor's Degree. Incentives are calculated on base pay.



SALARY

Compensation and benefits for the Neighborhood Preservation Specialist I position are defined in the Memorandum of Understanding between the City and the General Bargaining Unit, as well as the City's Personnel Rules. The Neighborhood Preservation Specialist I is assigned to Range 310 of the City of Madera Salary Schedule. City employees are paid every 2 weeks, or 26 times per year. The bi-weekly steps within this range are as follows.

Step A	\$1,603.68
Step B	\$1,684.17
Step C	\$1,768.22
Step D	\$1,856.86
Step E	\$1,949.58
Step F	\$2,046.88

RETIREMENT

The City participates in the CalPERS defined benefit retirement system. Retirement formulas and contributions are as follows. The terms "Classic Member" and "New Member" are as defined by CalPERS.

Classic Members employed with the City prior to 10/20/2012

- 2.5% at 55 formula, single highest year final compensation
- Employee Contribution paid by the employee pre-tax: 3.375%

Tier I Members employed with the City on or after 10/20/2012

- 2% at 60 formula, average three year final compensation
- Employee Contribution paid by the employee pre-tax: 3.375%

New Members employed with the City on or after 1/1/2013

- 2% at 62 formula, average three year final compensation
- Employee Contribution paid by the employee pre-tax: 7%

HEALTH INSURANCE

The City contributes a monthly amount for the employee to use to purchase health, dental and vision coverage. For medical coverage, the City contracts with Anthem Blue Cross or Kaiser. Dental insurance is through Delta Dental and vision coverage is through Superior.

EMPLOYEE ASSISTANCE PROGRAM

The City of Madera offers an employee assistance program or employees and dependents that provides counseling and other services for dealing with life's challenges at no cost to the employee.

PAID LEAVE

The City of Madera offers a generous paid leave program, including paid holidays, sick leave, and vacation.

GENERAL INFORMATION

Applications may be obtained from the City's website www.madera.gov/ apply or by calling the City's Human Resources Department at (559)661-5401. Applications must be submitted to the City's Human Resources Department prior to the application deadline. Appointment will be contingent upon an extensive background check, polygraph, pre-employment physical and drug screen.