

The City of
MADERA



JOIN OUR TEAM!

Are you...

Ready for greater responsibility?

A proven leader, trainer, and supervisor?

Interested in improving the bridge that connects
the community and law enforcement?

NOW RECRUITING FOR:

Police Sergeant

Internal Promotional Only

Apply by 3pm, Wednesday, 10/11/2023

PRIMARY RESPONSIBILITIES

Under direction, the **Police Sergeant** coordinates and supervises the activities and operations of a patrol watch or program unit of the Police Department, including implementation of departmental policies and procedures; coordinates activities with other divisions, units, watches, City departments, outside agencies and organizations; performs more difficult and responsible law enforcement and crime prevention supervision and planning; supervises personnel; performs other related duties as required.

QUALIFICATIONS

Experience/Education: At least five years of increasingly responsible law enforcement experience. Experience must be clearly detailed on your employment application, including information related to any specialty or rotational assignments, and must describe how your responsibilities have increased over your career.

Education: A high school diploma or equivalent. Possession of a Bachelor's degree in criminology, police sciences or a related field is desirable.

License: A valid California driver's license is required. A POST Intermediate Certificate is desirable.

EXAMINATION PROCESS

Only those applicants who meet the qualification standards of this position on or before the posted final filing date will be allowed to participate in the examination process. Examination scores determine standing on eligibility lists.

The examination process may consist of the following parts: APPLICATION PACKAGE REVIEW (Pass/Fail): Only the most qualified applicants, based upon the information provided on the application will be invited to participate in the written examination. WRITTEN EXAM (Pass/Fail) Pass point will be 70% or higher. ORAL EXAM (100% weight value); Candidates must earn a score of 70% or higher in the oral examination to be considered for the eligibility list. The City Manager, upon recommendation of the Police Chief, will make the final selection and appointment.

KEY DATES:

Application Deadline: Wednesday, October 11, 2023, 3:00 pm

Written Exam: Wednesday, October 25, 2023

Oral Exam: TBD

learn more



madera.gov/apply

COMPENSATION & BENEFITS

SALARY

Compensation and benefits for the Police Sergeant position are defined in the Memorandum of Understanding between the City and the Madera Police Officers Association, as well as the City's Personnel Rules. The City's payroll is on a bi-weekly schedule, with 26 paychecks per year. The bi-weekly steps within the salary range for Police Sergeant are shown below.

Step A	\$3,035.52
Step B	\$3,187.43
Step C	\$3,346.91
Step D	\$3,513.96
Step E	\$3,689.66
Step F	\$3,874.00



OTHER INFORMATION

Veterans Points – Current City employees who compete in a promotional examination are not eligible to receive veteran's preference.

THE INFORMATION PROVIDED IN THIS FLYER IS NOT TO BE CONSIDERED AS A CONTRACT OR AN OFFER OF CONDITIONS OF EMPLOYMENT. The City of Madera reserves the right to make necessary modifications to the examination plan. Such provisions will be in accordance with City Civil Service standards. Employee benefits are outlined in individual group memorandum of understandings through the city/employee negotiation process.

ONLY THOSE APPLICATIONS RECEIVED BY 3:00 P.M. Wednesday, October 11, 2023, WILL BE CONSIDERED.

Please fill out the application completely and attach any additional materials, certificates, licenses and/or resume you desire to be considered as part of your application. Information on a resume will not be accepted in lieu of completing the employment application; your resume is supplemental to the application.

Applications may be obtained from the City's website at www.madera.gov/apply. Please email completed applications to hrinfo@madera.gov.

READING LIST FOR WRITTEN EXAM



Hess, K. and Wroblewski H. (2008). *For the Record: Report Writing in Law Enforcement*, 5th or 6th Edition. Innovative Systems.

Adams, T. (2014). *Police Field Operations*, 7th or 8th Edition. Pearson Prentice Hall.

Whisenand, P. and McCain, E. (2015). *Supervising Police Personnel: Strengths-Based Leadership*, 8th Edition. Pearson Prentice Hall.

California Department of Justice. *California Peace Officers Legal Sourcebook*. CopWare.