



City of Los Angeles

A great place for a career

City of Los Angeles Personnel Department

per.lacity.org

PORT POLICE SERGEANT

Class Code: 3222

Open Date: 04-04-14

ANNUAL SALARY

\$85,900 to \$106,717

DUTIES

A Port Police Sergeant supervises, assigns, reviews, and evaluates the work of a group of Port Police Officers or Port police civilian employees in the performance of their assigned duties; may perform some initial and follow-up investigations of crimes and related matters; exercises tactical command of field events; maintains Port community development programs; applies sound supervisory principles and techniques in building and maintaining an effective work force; fulfills equal employment opportunity responsibilities; and does related work.

REQUIREMENT

Two years of full-time paid experience as a Port Police Officer with the City of Los Angeles.

NOTE:

1. Applicants who lack six months or less of the required experience may file for this examination. However, they cannot be appointed until the full experience requirement is met.
2. A valid California driver's license is required prior to appointment. Applicants will be disqualified and not eligible for hire if within the past 36 months they were convicted of a major moving violation, such as driving under the influence of alcohol and/or drugs, and may be disqualified if there are three or more moving violations and/or at fault accidents within the past 36 months.
3. Prior to appointment, all Port Police Sergeant candidates must possess a valid Basic Certificate Issued by POST (California Peace officers Standards and Training).

WHERE TO APPLY

Applications will only be accepted online. **When you are viewing the online job bulletin of your choice, simply scroll to the top of the page and select the "Apply" icon.** Online job bulletins are also available at <http://agency.governmentjobs.com/lacity/default.cfm?promotionaljobs=1> for Promotional Examinations.

NOTE:

Applicants are urged to apply early to ensure you have time to resolve any technical issues you may encounter.

APPLICATION DEADLINE

Applications must be received by **THURSDAY, APRIL 24, 2014.**

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

SELECTION PROCESS

Examination Weights:

Multiple-Choice Written Test	50%
Essay	Advisory
Interview50%

In the Multiple-Choice Written Test, candidates may be examined on: knowledge of patrol techniques, staffing, and equipment to safeguard buildings, installations, and adjacent facilities; laws and regulations governing Port Police Officers; search and seizure, laws of arrest, and elements of misdemeanor and felony offenses; principles and practices of supervision; safety rules, regulations, and procedures; City and Department personnel policies and practices, including appropriate Memoranda of Understanding (MOUs) and equal employment opportunity responsibilities; ability to analyze and respond to problems; reading comprehension; and other necessary knowledge and abilities.

On the same day as the Multiple-Choice Written Test, candidates will be required to prepare some written material which will not be scored separately, but will be submitted to the interview board for its discussion and evaluation.

In the interview, emphasis will be placed on the adequacy of the candidate's experience, training, and qualifications as they provide the ability to supervise law enforcement personnel; solve problems; work effectively with others; communicate effectively both orally and in writing; and other necessary knowledge, skills, and abilities.

The written test will consist of a single half-day session and will be held in Los Angeles on **SATURDAY, JUNE 7, 2014**. Candidates will be notified later of the exact date, time, and location of their interview.

APPOINTMENT

A Port Police Sergeant will be required to complete a POST approved supervisory course. The Department will arrange for attendance at a school and course work must be completed as soon as possible after appointment.

Appointees are required to complete a yearly medical examination and may be required to complete a qualifying swimming test at the time of appointment.

NOTES:

1. As a covered entity under the Fair Employment and Housing Act and Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodations to ensure equal access to its programs, services, and activities. To request a disability accommodation, please complete the Disability Accommodation Form within 14 calendar days of the submittal of the online City application. The Disability Accommodation Form can be obtained at http://per.lacity.org/exams/verify_disability.pdf.
2. This examination is based on a validation study, and as provided by Civil Service Commission Rule 4.20, the written test will not be subject to candidate inspection.
3. Applications are accepted subject to review to ensure that minimum qualifications are met. Candidates may be disqualified at any time if it is determined that they do not possess the minimum qualifications stated on this bulletin.
4. Seniority credit is included in the final general average grade of each candidate at the rate of 0.25 a point for each year of service which provides qualifying experience for this position.
5. Unless otherwise stated, in promotional examinations a minimum score of 65.00% in a weighted written test, including seniority credits added to your examination grade at the rate of 0.25 of a point for each year for time spent in the class determined to be qualifying for this exam, is necessary in order to be called for subsequent portions of the examination.
6. A final average score of 70% or higher is required to be placed on the eligible list.
7. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.

THIS EXAMINATION IS TO BE GIVEN ONLY ON AN DEPARTMENTAL PROMOTIONAL BASIS

The City of Los Angeles does not discriminate on the basis of race, religion, national origin, sex, age, marital status, sexual orientation, gender identity, gender expression, disability, creed, color, ancestry, medical condition (cancer), or Acquired Immune Deficiency Syndrome.