



# City of Los Angeles

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City of Los Angeles Personnel Department

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## POLICE COMMANDER

Class Code: 2251

Open Date: 07-31-15

(Exam Open to Current City Employees)

### **ANNUAL SALARY**

\$172,865 to \$203,454

### **NOTE:**

The current salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.

### **DUTIES**

A Police Commander assists the commanding officer of a bureau and has functional responsibility over all bureau activities; performs staff duties in the Office of the Chief of Police; directs the activities of large numbers of Department personnel in field activities; and does related work.

### **REQUIREMENTS**

1. Current status as a Police Captain in the Los Angeles Police Department; **and**
2. Graduation from an accredited four-year college or university.

### **NOTES:**

1. In addition to the regular City application, each applicant must submit a detailed résumé that best illustrates the applicant's training and experience as it has provided preparation for the position of Police Commander in the Los Angeles Police Department. **Applicants must attach a copy of their résumé to their on-line application BEFORE the application is submitted. If the résumé is attached AFTER the application has been submitted, it will not be available to the City and the applicants WILL NOT be credited with having submitted the résumé. Applicants who fail to submit the résumé at the time of filing by attaching it to the on-line application will not be considered further in this examination.**
2. Applicants who have not completed their degree, but who have completed at least 90 semester or 135 quarter units may file for this examination. However, they cannot be appointed until they have submitted proof of receiving their degree. Applicants must list the total number of units completed, name and location of the school, and the anticipated graduation date in the Education section of the on-line application.
3. Original/official transcripts or degrees must be submitted to LAPD Personnel Division's Position Control Section, 100 West First Street, Room 228, (213) 486-4690 for review prior to appointment to Police Commander. Please note that copies will not be accepted. Degrees and transcripts do not have to be submitted prior to the exam, but must be received upon completion of the requisite degree from an accredited four-year college or university. DO NOT submit transcripts and degrees to the Personnel Department.
4. **Please note that qualifying education must be from a college or university accredited by a City of Los Angeles recognized agency. A list of approved accrediting agencies can be found at <http://per.lacity.org/Accredited%20Institutions%2008-21-08.pdf>.**
5. To be appointed to a Police Commander position, candidates must have completed a one-year probationary period as a Police Captain.

## **WHERE TO APPLY**

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

Only police experience shall be shown in the employment history part of the application and shall include the date of original appointment as a Police Officer and the date of each promotion. For service since appointment as a Police Captain, show the date of each transfer to another bureau or type of assignment that lasted three months or longer.

### **NOTE:**

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

## **APPLICATION DEADLINE**

**Applications and Résumés must be received by THURSDAY, AUGUST 13, 2015.**

## **SELECTION PROCESS**

**Examination Weight: Interview .....100%**

The examination will consist entirely of an interview, which will include a review of the candidate's Police Department personnel folder, and the information contained in the candidate's application and résumé.

In the interview, emphasis will be placed on the candidate's quality of performance in police work, particularly at the managerial level, as indicated by demonstration of leadership; problem analysis and decision-making ability; administrative skills; supervisory skills; interpersonal effectiveness; and oral communication skills.

The interview panel may consist of members of the Los Angeles Police Department, other law enforcement agencies, the Police Commission, from business, and from the community. Interviews are expected to be held in late September – early October 2015. Candidates will be notified later by e-mail of the exact date, location, and time of their interview.

## **CERTIFICATION**

Candidates on the eligible list which results from this examination and who become subject to a Board of Inquiry or disciplinary action during the life of this list, may be withheld from certification or removed from the eligible list in accordance with Personnel Department Policy and/or applicable collective bargaining agreement provisions.

### **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 days of the submittal of the City application. The Disability Accommodation Form can be obtained at [http://per.lacity.org/exams/verify\\_disability.pdf](http://per.lacity.org/exams/verify_disability.pdf).
2. 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.
3. Candidates will accrue seniority points at the rate of 0.10 of a point for each year of continuous service as a Police Captain in the Los Angeles Police Department prior to January 1, 2016. A maximum of one point will be added to each candidate's score.
4. Appointment to this position is subject to a one-year probationary period as provided by Section 1011(a) of the Los Angeles City Charter.
5. This examination is based on a content validation study.
6. A final average score of 70% 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.
8. In accordance with Civil Service Rule, Sec. 4.24, review periods may be combined. Candidates in the examination process may file protests as provided in Sec. 4.20, 4.22 and 4.23 as applicable and within the required time frame; however, the Personnel Department may respond to and resolve protests prior to the establishment of the eligible list.

### **THIS EXAMINATION IS TO BE GIVEN ONLY ON A 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), and Acquired Immune Deficiency Syndrome.