The City of Zillah is creating a **Lateral** **Entry Police Officer** applicant registry for multiple expected 2023 & 2024 job openings.

The list is for full-time permanent, non-exempt, and represented position(s). The minimum qualifications include: Must have worked a minimum of 24 months as a full-time police officer within the past 24 months in a City, County, or State police agency in Washington State. Must possess current CJTC BLEA certification or be able to obtain BLEEA Certification within 2 months of hire date, WA Driver’s License & meet LEOFF 2 standards.

Salary Range effective January 1, 2023, $4232.80-$5397.60 a month (Step 1 – Step 6 aka MPO), dependent on training and previous experience. All based on current CBA. **(The Zillah Police Collective Bargaining Unit represented by Teamsters Local 760, is scheduled to being CBA negotiations in the Fall of 2023 for the 2024-2026 contact period.)**

In addition to excellent training opportunities, a generous longevity schedule, generous vacation accrual, 11 paid holidays with premium pay for Officers that must work on holidays, not to mention excellent equipment, the Zillah Police Department provides an excellent benefit package to include:

**Full medical and dental and vision benefits for the Officer and all dependents.** Premiums are currently paid in full by the city. The current CBA has fixed dollar amounts established to cover future premium cost increases. Should premium costs exceed the fixed dollar amounts, officers are responsible for any costs exceeding those fixed dollar amounts established under the CBA.

**LEOFF 2 Pension**

**Teamsters Pension**. The city pays $1.50 per hour worked into the Teamsters Pension, on behalf of each Officer, this is on top of the above listed salary.

**Deferred Comp availability.**

**Teamsters RWT-XL Plus Retirement Medical Plan.** The city covers all premium costs on behalf of each officer for the Teamsters RWT-XL Plus Retirement Medical Plan. This retirement medical plan provides for each retiring officer an 80/20 retirement Full Medical Policy with a fixed retiree monthly premium of $150.00. The same policy is available to all of the retiree’s dependents for an additional $150.00 per month. Once the retiree becomes Medicare eligible, the RWT-XL Plus plan becomes a supplemental plan, dropping the monthly premium cost to $50.00.

**Educational Incentive Program**. Officers choosing to attend post-secondary education while employed with the city are eligible for tuition and book cost reimbursement.

**Take-Home Vehicle Program.** Officers living within 20 miles of the city are eligible for a take-home vehicle.

Current patrol scheduling is based on four (4) 11-hour shifts, 4 days off, with one (1) 6-hour training-admin day each month. This schedule provides excellent time off for officers.

The Teamsters Local 760 Collective Bargaining Agreement is available for inspection upon request. Additionally, the Job Description and Police Officer Application can be obtained in person at Zillah Police Department, 111 7th Street, Zillah WA or Zillah City Hall, 503 1st Avenue Zillah WA. Electronic Applications available upon request. Questions may be directed to **Zillah Civil Service Examiner Jessica Dagdagan at Jessica.dagdagan@co.yakima.wa.us or 509-829-6100.**

**Applications are being accepted on and ongoing basis.**

**Job Description**

**Police Officer** Class Title: Police Officer

Department: Police

Division: Patrol, Inv. Training Union: Teamsters

Date: 1/1/2023 Location: Zillah, WA

**General Purpose:** Performs police patrol, investigation, traffic regulation, and related law enforcement activities.

**Supervision Received:** Works under the general supervision of the Patrol Sergeant.

**Supervision Exercised:** Generally, no supervision will be exercised. During limited periods of absence of the command officers, senior patrol officers may be called upon to make decisions of officer deployment and/or methods of tactical deployment for other officers working on the same shift.

**Essential Duties and Responsibilities:** Works on rotating shifts performing security patrol, traffic control, investigation and first aid at accidents, detection, investigation and arrest of persons involved in crimes or misconduct. Works an assigned shift using own judgment in deciding course of action being expected to handle difficult and emergency situations without assistance. Maintains normal availability by radio or telephone for consultation on major emergencies or precedent. Carries out duties in conformance with Federal, State, County, and City laws and ordinances; Patrols City streets, parks; commercial and residential areas to preserve the peace and enforce the law, controls vehicular traffic, prevents or detects and investigates misconduct involving misdemeanors, felonies and other law violations’ and to otherwise serve and protect. Responds to emergency radio calls and investigates accidents, robberies, civil disturbances, domestic disputes, fights, drunkenness, missing children, prowlers, abuse of drugs, etc... Takes appropriate law enforcement action. Interrogates suspects, witnesses and drivers. Preserves evidence. Arrests violators. Investigates and renders assistance at scene of vehicular accidents. Summons ambulances and other law enforcement vehicles. Takes measurements and draws diagrams of scene. Conducts follow-up investigations of crimes committed during assigned shift. Seeks out and questions victim, witnesses and suspects. Develops leads and tips. Searches scene of crimes for clues. Analyzes and evaluates evidence and arrests offenders. Prepares cases for giving testimony and testifies in court proceedings. Prepares a variety of reports and records including officer’s Daily Log, reports of investigation, field interrogation report, alcohol reports, influence reports, breathalyzer check list, bad check form, vehicle impoundment form, traffic hazard report, etc. Undertakes community-oriented police work, crime prevention, traffic safety, etc. Participates in investigating criminal law violations occurring within the City limits, obtaining evidences and compiling information regarding these crimes, preparing cases for filing of charges, testifying in court, and related activities. Conducts patrol activities including directing traffic, investigation of reported or observed violations of law, and conducting patrol activities. Coordinates activities with other officers or other City departments as needed, exchanges information with officers in other law enforcement agencies, and obtain advice from the City Attorney, Court Administrator, and Municipal Prosecutor’s Office regarding cases, policies and procedures, as needed and assigned. Maintains contact with police supervisory personnel to coordinate investigation activities, provide mutual assistance during emergency situations and provides general information about Department activities.

**Peripheral Duties:** Maintains departmental equipment, supplies and facilities. Maintains contact with general public, court officials, and other City officials in the performance of police operating activities. Serves as a member of various employee committees. Performs other duties as assigned by supervisory personnel.

**Desired Minimum Qualifications:**

1. General:
2. Must be 21 years or older at the time of employment;
3. Must possess, or be able to obtain by time of hire, a Washington State driver’s license;
4. No felony convictions, disqualifying misdemeanor criminal histories within the past seven years are not allowed;
5. US Citizen;
6. Must be able to read and write the English language;
7. Must be of good moral character and of temperate and industrious habits.

2) Education and Experience:

1. High school diploma or equivalent.

3) Necessary Knowledge, Skills, and Abilities:

1. Some knowledge of modern law enforcement principles, procedures, techniques, and equipment;
2. Some skills in operating the tools and equipment listed below;
3. Ability to learn the applicable laws, ordinances, and departmental rules and regulations; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to establish and maintain effective working relationships with subordinates, peers, and supervisors; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to follow verbal and written instructions; Ability to meet the special requirements listed below; Ability to learn the City’s geography.
4. Ability to successfully complete the Washington State Criminal Justice training commission Police Academy or equivalent.

**Special Requirements:**

1. Must possess, or be able to obtain by time of hire, a Washington State Driver’s License with no record or revocation or

suspension within seven (7) years;

1. Ability to meet Department’s physical standards.

**Selection Guidelines:** Formal application; review of education and experience; appropriate Civil Service Commission testing including written and physical agility test; oral interview; background check; polygraph examination; psychological examination; final selection.

**Lateral Entry:**

1. Must meet general entry level requirements.
2. Must be able to pass a medical examination.
3. Must have completed the Washington State Basic Law Enforcement Academy (BLEA) or be eligible for the equivalency Academy (BLEEA).
4. Must have worked a minimum of 24 months as a full-time police officer within the past 24 months in a City, County, or State police agency in Washington State. Must possess current CJTC certification, WA Driver’s License & meet LEOFF 2 standards.

**Selection Guidelines:** Formal application; review of education and experience; oral interview; background check; polygraph examination; psychological examination; final selection.

**Tool and Equipment Used:** Police car, police radio, radar gun, handgun and other weapons as required, baton, handcuffs, Draeger Breath Test Machine, telephone, cellular telephone, first aid equipment.

**Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is frequently required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee frequently works in outside weather conditions. The employee occasionally works near moving mechanical parts; in high, precarious places; and with explosives and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme hot, and vibration. The noise level in the work environment is usually moderate. The employee, occasionally, is required to travel more than 50 miles from the work place to attend training session, conferences, determined to be necessary for the employer. The employee occasionally is required to be absent from their home for periods up to four months. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer as the needs of the employer and requirements of the job change.