

Telephone  
(530) 865-1616  
Fax: (530) 865-1626



**JOE VLACH**  
Chief of Police

## **POLICE OFFICER**

Lateral, Academy Graduate or Academy Recruit

**\$4,466 to \$5,700 / month** Lateral, Academy Graduate  
**\$3,358 / month** Academy Recruit

**Final Filing Date – December 14, 2021 at 5 PM**

Under general supervision prevents crimes, enforces laws, investigates complaints, and apprehends criminals and suspects; protects the innocent, helps the distressed, safeguards public rights, and aids in the administration of justice; and assumes responsibilities and performs duties related to the work, as required.

### **Representative Duties**

Operates an automobile or walks in patrolling the city for the prevention of crime and the enforcement of laws and regulations; responds to radio dispatches and telephone instructions and appears at the scenes of disorder or crime; notes and reports traffic hazards; investigates and prepares reports on accidents, offenses, and damages to property; assists people in emergency situations; makes arrests, issues citations, and gives verbal warnings; intervenes in private and public disputes to protect the public and maintain order; appears in court; transports prisoners; writes case reports and logs activities; participates in training conferences and programs; makes public service presentations; and accepts special assignments as directed by supervising police personnel.

### **Qualifications and Physical Requirements**

Graduation from high school or GED; possession of valid Class C California driver's license; hearing normal; maximum of 20-70 uncorrected vision unless wearing contact lenses. Ability to speak or understand Spanish is highly desirable. Lateral or Academy Graduate also requires completion of a California P.O.S.T. Basic Academy within three years prior to date of hire or possession of a P.O.S.T. Basic Certificate or one year experience as a sworn, full-time California Law Enforcement Officer, or two years experience as a Level 1 Reserve. Must be 21 years old at time of hire.



## **Abilities**

Ability to understand departmental rules, policies, laws, and regulations, together with an aptitude for law enforcement work; perform under stress; analyze situations and adopt a quick, effective and reasonable course of action; write clear and accurate reports; understand and follow oral and written directions; exhibit physical endurance and agility; and deal with the public in a tactful, courteous and effective manner.

## **Selection Process**

On receipt of completed City of Orland application form, education and experience and indications of abilities will be evaluated. Applications will be screened and the most qualified applicants will be invited for further testing and/or to appear before an oral appraisal board. Names of successful candidates will be placed on an eligibility list from which selection(s) will be made. Final appointment will be made by the City Manager upon recommendation of the Chief of Police. Prior to being offered employment with the City of Orland, the top candidates(s) must pass an extensive background investigation, polygraph, medical and psychological screening.

## **Application Procedure and Filing Deadline**

City application forms are available from City Hall or Police Department. Please call (530) 865-1616 for appropriate forms to be mailed to you. Completed and signed applications must be returned to the Orland Police Department, Attn: Personnel. When a sufficient number of applicants has been preliminarily qualified, they will be invited to appear before an oral appraisal board.

## **The City**

Orland was incorporated in 1909 and operates as a General Law city. There are five Council members elected for four years overlapping terms that provide legislative direction to city staff. Orland is situated in Glenn County with a population of over 7,644. It is approximately 100 miles north of Sacramento on Interstate 5. The area offers ample opportunity for hunting, fishing and many other kinds of recreation. Community facilities include excellent schools, modern library, recreation center, and several churches. Orland considers itself to be a family oriented community and provides an excellent environment for the growth and development of individuals and families.



## **Employment Rules**

Only U.S. citizens or permanent resident alien who is eligible for and has applied for citizenship may be considered for sworn law enforcement positions (CGC 1031 and 1031.5). A standard loyalty oath must be taken by each new employee. Prior to receiving a job with the City of Orland, the top candidate must submit a valid social security card and must pass a pre-employment physical, including a drug screening, at City expense. An eighteen months probationary period is required before gaining regular status.

## **Employee Benefits**

All employees are currently covered by the Public Employees Retirement System 3% at 50, with the employee's paying their own required member contribution of 9%. Newly hired officers, who are non-lateral hires, will receive the 2.7% @ 57 retirement formula per PEPR. The City currently contributes to medical and dental health plans for the employee and eligible family members. Term life insurance policy is currently paid for by the City.

Employees receive 3 weeks vacation per year after 1 year's service, after 6 years' service, 4 weeks vacation. Sick leave accumulates at the rate of 1 day per month. Patrol Officers work a 4/10 work week. There are presently 13 paid holidays plus three floating holidays per year. Additional incentive pay is available for intermediate and advanced POST certificates, AA Degree & BA/BS Degree along with bilingual skills.

## **Salary Practices**

Classifications are assigned to a pay range comprised of six individual steps, including training period. A step increase is possible after the successful completion of the first year of full time employment. Yearly increases, based on merit, are possible until the maximum is reached. Position classifications and salaries are evaluated periodically

## **Nondiscrimination Policy**

Pursuant to Section 5155 of the Office of Revenue Sharing regulation, implementing Section 504 of the Rehabilitation Act of 1973, notification is hereby given that the City of Orland does not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in, its programs or activities.

**THE CITY OF ORLAND IS AN  
EQUAL EMPLOYMENT OPPORTUNITY  
AFFIRMATIVE ACTION EMPLOYER.**