



SAN FRANCISCO POLICE DEPARTMENT JOB ANNOUNCEMENT

Q-0 RESERVE POLICE OFFICER

The City and County of San Francisco invites you to join a highly progressive police department and serve the citizens of one of the most beautiful cities in the country. You will be taking the first step in discovering an exciting career with the San Francisco Police Department. We offer a unique opportunity to work in an environment that is unavailable anywhere else. The San Francisco Police Department offers qualified individuals a chance to experience working with diverse cultures and communities.

The Police Reserve Officer Program is comprised of community members who wish to volunteer as **non-paid** Police Officers. You will have an opportunity to enjoy the best of both worlds, continue to work in your chosen profession while police one of the world best known cities in America. These officers supplement the fulltime Police Officers in a variety of duties throughout the Department. A Reserve Police Officer performs duties to promote public safety and security, prevent crime and enforce the law and other city ordinances. Reserve Police Officers perform a number of essential functions. For example, they patrol the ten district stations to prevent and detect crime; respond to calls for assistance; conduct preliminary criminal investigations; interact with the community to build cooperation and support; pursue and arrest suspects; enforce traffic and parking laws; write police or collision reports and maintain records; work with superiors, peers, and others as a team; prepare for and participate in planned or unplanned events; prepare for court and give testimony; provide security at street fairs, parades, and San Francisco 49er home games; assist with DUI checkpoints; patrol an area on foot, by vehicle, or on bicycle; and fulfill other administrative duties as required.

Working Conditions & Benefits

A Reserve Police Officer works at least 16 hours per month on different shifts and additional hours may be required. In addition to the 16 hours requirement, a Reserve Police Officer receives at least 4 hours of training each month at no-cost to the Reserve Officer. Although a Reserve Police Officer **does not** receive any salary, you will be issued a complete uniform of a San Francisco Police Officer, including leather gear, department firearm, custom fitted protective vest, and crowd control equipment. Future annual uniform allocations will be made if the Reserve Police Officer meets his/her monthly duty obligations and receives a favorable annual appraisal. Reserve Officers will be assigned to one of the ten district stations or to a specialized unit, depending on their experiences. If a Reserve Police Officer is injured in the line-of-duty, he or she will receive Worker's Compensation benefits. This position is strictly a **non-paid, volunteer** position.

Minimum Qualifications

AGE: All applicants must be at least 20 years old to apply for this position. Applicants may not be appointed until they have reached their 21st birthday.

EDUCATION: Applicants must be a high school graduate, or pass the General Education Development (GED) test, or pass the California High School Proficiency examination.

Applicant **must** currently possess a certificate of complete from a POST certified training institution as Reserve Officer Level I, II, or III. Possession of a Basic POST certified Academy certificate would satisfy this requirement.

CITIZENSHIP: The applicant must be a United States citizen before being appointed. Permanent residents may apply and participate in the examination, but cannot be considered for appointment until citizenship has been attained.

DRIVER'S LICENSE: Applicant must possess a valid California driver license to operate an automobile at the time of application. Maintenance of the driver license will be a condition of employment.

CRIMINAL HISTORY: Applicant must not have any felony convictions or any serious misdemeanor conviction that would prohibit you from possessing a firearm.

SUITABILITY TESTING: All applicants must successfully complete additional testing prior to appointment. Testing include Live Scan, Drug Testing, Psychological Testing, Polygraph Testing, Oral Board Testing, Medical Testing, POST Entry-Level Law Enforcement Test Battery, Physical Ability Testing, and Background Investigation. All applicants must meet the department height and weight standards.

Reserve Officer Testing

Applications will be accepted on a continuous basis. Testing for the Oral Panel will be conducted once a sufficient amount of applications are received from candidates who meet the minimum qualifications. These initial exams are usually held on Saturdays to prevent work conflicts with an applicant's primary employer. All other testing will be conducted on a next available appointment basis.

Written Exam – The applicant must have *previously* passed a POST Entry-Level Law Enforcement Test Battery (PELLETB) and have a one year current T-Score. This exam may be waived if you are a current peace officer recognized by P.O.S.T.

Oral Panel Testing - The applicant will be tested on his/her verbal and reasonable deduction skills. There are no correct or incorrect answers to each question. No prior police experience is necessary for this testing.

Live Scan Testing - Each applicant will be fingerprinted for an inspection of any possible criminal history.

Physical Ability Testing – Each applicant may be required to participate in a series of exercises prescribed by the Commission on Peace Officer Standards and Training. The test will be administered on a pass/fail basis.

Background Investigation - Each applicant successfully pass a through review is his/her driving, criminal, past history to determine of he/she is suitable for the position of Reserve Police Officer. The review of an applicant's credit history, character, and employment histories will be conducted during this investigation.

Psychological Testing - This testing consist of written tests and a clinical interview to determine the candidate's fitness/suitability for police work.

Polygraph Testing - This test will be used to verify the veracity and accuracy of information submitted by candidates regarding, but not necessarily limited to: use of controlled substances, driving, criminal, medical, employment history, and other job related factors.

Medical Testing - This test consists of a rigorous medical screening and is currently provided by Occupational Health Services of San Francisco General Hospital. Each candidate will be individually evaluated and any current or past medical condition that is likely to compromise the candidate's ability to perform the essential functions of the position may be cause for rejection. Height and weight guidelines will be strictly adhered to. The Police Department Physician will evaluate the results of the Initial medical examination to determine the candidate's fitness for employment as a Reserve Police Officer. The medical exams include the taking of blood and urine samples.

HOW TO APPLY

You may apply in person, at the Field Operations Bureau Office, 850 Bryant Street #535, San Francisco, California 94103 or you can go to our web page at www.sfgov.org/police then click on our Reserve Officer link. Download the application and submit it with your training or P.O.S.T. certificates to:

Reserve Coordinator
Field Operations Bureau
San Francisco Police Department
850 Bryant St. #535
San Francisco, California 94103

Candidates are reminded that Reserve Police Officer and Q-2 Police Officer are two separate job classifications. Applying for one position will not qualify you for both job classifications. You must submit a separate application for each job classification. The San Francisco Police Department is an Equal Opportunity Employer and women and minorities are encouraged to apply.

For further details or information regarding Reserve Police Officer, refer to our web page at www.sfgov.org/police or you may contact us at (415) 553-7316.

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