



DEPARTMENT OF DEVELOPMENTAL SERVICES
EXAMINATION ANNOUNCEMENT



PEACE OFFICER I

DEPARTMENTAL OPEN

3DS20

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

FINAL FILING DATE: CONTINUOUS FILING
CUT OFF DATES: January, April, July and October 2014

DEPARTMENTAL OPEN EXAM: This exam classification is designated as Peace Officer. It is your responsibility to make sure you meet the **REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION** stated below.

Submit a **Standard State Application (Form 678)** for this exam along with a **Criminal Records Supplemental Questionnaire** to the address below. The **forms and instructions are located at <http://jobs.ca.gov/Profile/StateApplication>**. The application must include your original signature which indicates you have read, understood and possess the basic qualifications required.

MAIL TO: Department of Developmental Services
1600 9th Street (MS-Q)
Sacramento, CA 95814
ATTN: Peggie McQuillan, Exam Unit

NOTE: Fax or e-mail applications and/or resumes will not be accepted for any reason.

SALARY RANGE: \$3,455 - \$4,447

Training and Experience – Weighted 100%

EXAMINATION INFORMATION: This examination will consist of a **Supplemental Application** and **MUST** be completed and submitted along with your *State application (std. 678)* and *Criminal Records Supplemental Questionnaire*. **Click on the supplemental Application to download and complete the Supplemental Application.** Failure to submit all required exam documents will result in disqualification from the exam.

ELIGIBLE LIST INFORMATION: The resulting eligible list will be used to fill vacancies at the Department of Developmental Services. Names of successful competitors will be merged onto the list in order of final score regardless of the exam date. *Eligibility expires 12 months after it is established* unless the needs of the service and condition of the list warrant a change in this period. **TESTING PERIOD INFORMATION:** A candidate may be tested only once during a 12 month period. Applications received for this exam will be scored and exam results mailed to the applicants on a quarterly basis (January, April, July and October).

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:

Possession of a valid driver license of the appropriate class issued by the Department of Motor Vehicles at the time of appointment. **and** Education: High school diploma or equivalent. Experience: No experience required.

And

1. Successful completion of the POST certified basic academy course within the last three years.
- or**
2. Successful completion of the POST basic academy course equivalency process within the last three years.
- or**
3. Eligible to complete the POST recertification process if more than three years has lapsed since employment as a California Peace Officer.
- or**
4. Certification as a Peace Officer by POST.

(Current enrollment in a POST certified basic course academy will admit a candidate into the examination. However, the academy must be successfully completed prior to appointment.)

Special Physical Requirements: Must pass a physical examination. Possession and maintenance of sufficient strength, agility, and endurance to perform during physically, mentally, and emotionally stressful and emergency situations encountered on the job.

Special Personal Characteristics: A sympathetic understanding of the problems of persons with developmental disabilities; tolerance; tact; emotional stability; ability to remain calm in emergency situations; willingness to perform law enforcement functions without the use of firearms; and willingness to work at night and to report for duty at any time when emergencies arise.

Age Limitation: Must be at least 18 years of age

PEACE OFFICER STANDARDS:

Citizenship Requirement: Pursuant to Government Code Section 1031(a), in order to be a peace officer, a person must be either a U.S. Citizen or be a permanent resident alien who is eligible for and has applied for U.S.

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Citizenship. Any permanent resident alien who is employed as a peace officer shall be disqualified from holding that position if his/her application for citizenship is denied.

Felony Disqualification: Pursuant to Government Code Section 1029, persons convicted of a felony are disqualified from employment as peace officers except as provided under Welfare and Institutions Code, Division 2, Chapter 3, Article 8, Section 1179(b), or Division 2.5, Chapter 1, Article 4, Section 1772(b). Except as provided for by these statutes, persons convicted of a felony are not eligible to compete for, or be appointed to, positions in these classes.

Background Investigation: Pursuant to Government Code Section 1031, persons successful in peace officer examinations shall be required to undergo a thorough background investigation prior to appointment. Persons who have previously undergone a background investigation may be required to undergo an additional background investigation.

Psychiatric Evaluation: Persons appointed to a peace officer class shall undergo a psychiatric evaluation.

Drug Testing Requirement: Applicants for positions in these classes are required to pass a drug-screening test. (The drug-screening test will be waived for employees who are currently in a designated "sensitive" class for which drug testing is required under State Personnel Board Rule 213.)

SCOPE:

Knowledge of:

1. Principles and practices of law enforcement including procedures and laws relating to investigation, search

- and seizure, gathering and preserving evidence, laws of arrest, and court testimony.
2. Patrol procedures and protection of property.
3. Procedures used in handling or controlling groups or individuals.
4. Principles of first aid.
5. Emergency procedures in cases of fire, bomb threat, riot, and civil disaster.
6. Effective public relations as applied to the operation and law enforcement functions.
7. The law enforcement code of ethics and the code of professional conduct and responsibility.

Ability to:

1. Learn and apply sound judgment in the enforcement of rules and regulations and applicable State laws necessary for the protection of persons and property.
2. Physically apprehend and control persons when necessary.
3. Remain calm.
4. Think and act quickly in an emergency.
5. Adopt an effective course of action in dealing with unusual situations.
6. Use patience, tact, and impartiality in handling disturbances and confrontations.
7. Communicate convincingly and effectively.
8. Work closely with medical and nursing staff to resolve client-related problems.
9. Deal effectively with clients, the public, and other law enforcement agencies.
10. Prepare clear and concise reports.

GENERAL INFORMATION

It is the **CANDIDATE'S RESPONSIBILITY** to contact the Department of Developmental Services' Testing Office four weeks after the final filing date if he/she has not received a progress notice. Applications are available at the California Department of Human Resources website: www.calhr.ca.gov. If you meet the requirements stated on the reverse side, you may take this examination, which is competitive. Possession of the entrance requirement does not guarantee a place on the eligible list. All candidates who pass will be ranked according to their scores.

THE STATE PERSONNEL BOARD reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

ELIGIBLE LISTS: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

GENERAL QUALIFICATIONS: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

FAIRVIEW
DEVELOPMENTAL
CENTER
2501 Harbor Boulevard
Costa Mesa, CA 92626
Public: (714) 957-5121
TDD: (714) 957-5246

LANTERMAN
DEVELOPMENTAL
CENTER
3530 Pomona Boulevard
Pomona, CA 91768
Public: (909) 595-1221
TDD: (909) 595-3971

PORTERVILE
DEVELOPMENTAL
CENTER
26501 Avenue 140
Porterville, CA 93258
Public: (559) 782-2087
TDD: (559) 781-7822

SONOMA
DEVELOPMENTAL
CENTER
15000 Arnold Drive
Eldridge, CA 95431
Public: (707) 938-6692
TDD: (707) 938-6200

CANYON SPRINGS
COMMUNITY FACILITY
69-696 Ramon Rd.
Cathedral City, CA 92334
Public: (760) 770-6260
TDD: (760) 770-2590
