

## ABOUT THE CITY

The City of Pinole is located in the San Francisco Bay Area, on the shores of San Pablo Bay in West Contra Costa County. Interstate-80, which traverses the City, connects the San Francisco/Oakland metropolitan area with Sacramento and points east. Pinole is linked to central Contra Costa County including the cities of Martinez, Concord, and Pleasant Hill by State Route 4, which begins just north of the City and connects with Interstate-680.

The City of Pinole has a land area of more than four square miles; much of the land has gently rolling hills with steeper hills paralleling on the north and south. Elevation in the City ranges from sea level to 500 feet above sea level.

## Police Department



### our mission:

the protection of **life** and **property**, through exemplary customer service to the community, in accordance with strict adherence to the Law Enforcement Code of Ethics.

This mission shall be accomplished by providing **fair and equal treatment** to all persons.

### Application & Examination Process:

You may apply in person at 2131 Pear Street, or you may request an application be mailed to you by calling (510) 724-9006. Our application is also available for downloading from our website at [www.ci.pinole.ca.us](http://www.ci.pinole.ca.us).

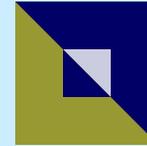
An original City application is required. You may supplement your application with a resume, but a resume alone will be deemed an improper application.

Applicants appearing to have the best combination of education, training and experience will be invited to participate in the examination process which may include an oral board assessment. The City reserves the right to utilize alternative testing methods if deemed necessary.

Appointment is subject to passing pre-employment background screening. A probationary period of twelve (12) months follows appointment.

**The final filing deadline for this position is extended through:**

**Thurs, December 1, 2016 at 4pm**



The City of Pinole,  
California  
Invites Applications for

# Community Safety Specialist

*(non-sworn)  
Part-Time  
Non-Benefited*



## The Department:

The Pinole Police Department is comprised of 27 sworn and 15 civilian positions. The Department is organized into two divisions:

1—Operations includes Investigations, Patrol, Traffic/Motor Officer, Canine Officer, School Resource Officers, and Bicycle Patrol.

2—Administrative Support includes Dispatch, Evidence and Records.

## The Position:

The Community Safety Specialist (CSS) works independently in performing law enforcement and police support duties specifically targeted to informing the community and businesses in techniques for preventing crime and increasing safety awareness. This position interfaces with people from various socio-economic, cultural and ethnic backgrounds, both in individual and group settings. The CSS develops and implements a broad crime prevention program applicable to all segments of the community, including residents, property owners and business proprietors, and prepares, presents and disseminates program materials to the public.

### The Community Safety Specialist will:

- Be a high school graduate or equivalent.
- Have the equivalent to possession of an AA degree or completion of two years of college with major coursework in criminal justice, law enforcement, or a related field.
- Have two years of office or field experience in dealing with the public. Experience in a law enforcement agency is highly desirable.
- Be in possession of and able to maintain a valid Class C Driver's License with a satisfactory driving record.
- Be knowledgeable of principles, practices and techniques of crime prevention, including social and environmental factors.
- Be skilled in preparing effective information and educational materials relating to assigned programs.
- Be well informed of techniques for effectively dealing with and solving the problems presented by a variety of individuals from various socio-economic, cultural and ethnic backgrounds, in person and over the telephone.

- Skilled in compiling and summarizing information to prepare clear and accurate reports.
- Knowledgeable of techniques for making effective public presentations and representing the City at local and regional meetings regarding crime trends and prevention.



### The Community Safety Specialist will enjoy:

**An hourly base salary of:**

**\$23.9799—\$29.1478**

**Sick Leave Eligibility:** You will receive the greater of 3 days or 24 hours of sick time after the first 90 days of employment.

This position is part-time (19 hours a week) and non-benefited.

This position is represented by the Pinole Police Employee Association Memorandum of Understanding, available for viewing on the City's website.