



City of Oroville

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OFFICE OF HUMAN RESOURCES

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POLICE LIEUTENANT

DEFINITION

To plan, organize, supervise, administer, and participate in the activities and operations of a major division of the Police Department; to provide responsible and complex administrative support to the Chief of Police; and to perform related duties and responsibilities as required.

TYPICAL DUTIES:

Plans, organizes, administers and supervises division services and activities; Coordinates and works closely with the Police Chief and other division commanders on all matters affecting routine or special divisional operations; Establishes and implements operational policies and procedures; evaluates and modifies policies and procedures to increase divisional efficiency and effectiveness; Interprets and provides guidance regarding goals and objectives, policies and procedures, to division personnel; Estimates staffing and equipment requirements for the division; Participates in employee recruitment, selection and promotional processes; evaluates and determines training needs of assigned personnel and ensures the provision of adequate training; Assigns, schedules, supervises and evaluates the work of assigned personnel through the chain of command; Establishes work and service priorities for the division and deploys appropriate personnel; Reviews and evaluates reports of subordinate officers for accuracy, completeness and compliance with departmental policies and procedures; determines and monitors follow-up actions required; Provides technical and professional advice and assistance regarding departmental working relationships; negotiates, mediates and resolves sensitive issues and conflicts as necessary; Conducts background / pre-employment and internal investigations; Keeps abreast of legislation, case law and other issues that impact department operations; Oversees the department's efforts and activities to maintain and promote professional standards; Oversees the department's community policing programs; Writes and submits grant proposals for program/project funding; administers secured grants; Conducts and attends staff meetings as required; Coordinates departmental functions with other City departments, agencies and organizations as appropriate; Performs special administrative projects, assignments and research as requested by the Police Chief; Serves as Acting Chief of Police in the absence of the Chief; etc. **(NOTE: This is only an illustration of job duties; view a full detailed by clicking on it.)**

Education and Experience:

Possession of a bachelor's degree from an accredited college or university with a major in police science, business or public administration or a related field and two years of experience in law enforcement at the level of Sergeant or above.

OR

Completion of 60 semester units from an accredited college or university with emphasis in police science, business or public administration and six years of law enforcement experience with a minimum of two years at the level of sergeant or above.

Additional Requirements:

Possession of a valid California driver's license.

Possession of an Advanced and Supervisory Certificate as issued by the state of California Commission on Peace Officer's Standards and Training.

Must obtain a P.O.S.T. Supervisory Certificate within two years from the date of appointment.

SALARY AND BENEFITS:

ANNUAL SALARY: \$102,430 - \$144,130

ADMINISTRATIVE LEAVE: 80 hours

VACATION: 80 hours initially

SICK LEAVE: 96 hours per year

HOLIDAYS: 13 per year

EDUCATIONAL INCENTIVE: \$125/Mo. for an A.A. or A.S. degree or equivalent or \$250/Mo. for a B.A. or B.S. degree.

BEREAVEMENT LEAVE: Up to 5 days leave after 6 Mo. of employment.

HOUSING LOAN PROGRAM: City will loan an employee, who has been with the City at least 24-months, up to \$50,000 or 20% of the purchase price, whichever is less, with 3% simple interest, to purchase a home within the City limits of Oroville. The loan shall be deferred for the length of the borrower's employment with the city.

RETIREMENT: PERS - 2%@50 for Classic Members and 2.7%@57 for New Members.

RETIREE MEDICAL: 100% Retiree medical for employee only on lowest medical plan, until Medicare eligible age, after 25 years of service or 20 years of service and at least 5 years past CalPERS retirement age. Lower levels at 75% and 50% are also available.

MEDICAL, DENTAL & VISION: The City of Oroville offers medical insurance through Vanasek Insurance to all sworn and non-sworn positions, featuring age-banded premiums tailored specifically to each employee's needs. Premiums are adjusted based on the number of dependents covered, ensuring flexibility and affordability. Employees can choose from a variety of plans to best fit their medical needs, including Bronze PPO, Gold PPO, Silver PPO 55/1950, Silver PPO 55/2500, and Platinum PPO. Each plan offers different deductibles, providing options that align with varying healthcare preferences and financial considerations. This comprehensive range of plans ensures that all employees, regardless of their role, can select the coverage that works best for them and their families.

Vision insurance, fully funded by the City, is offered through VSP, providing employees with high-quality coverage at no cost. Additionally, dental insurance is available through Ameritas for a low monthly cost of just \$3.90.

FILING DEADLINE:

To apply for this position **please return completed application, resume, and contact information for three (3) professional references to the above address. The position will be open until filled.**

After the closing date, your application packet will be reviewed, and you will be notified via email if you are invited to an oral board interview for the position of Police Lieutenant with the City of Oroville.

EVALUATION/SELECTION:

The selection process may contain all or some of the following elements:

- *Oral Board Interview
- *Written Examination
- *Final Interview
- *Background Investigation
- *Polygraph or Voice Stress Analyzer
- *Pre-Employment Physical - After A conditional offer of employment, a complete physical/drug screen will be conducted by the City's Physician, at the City's cost

****The City of Oroville is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, national origin, religion, or sex. If you require accommodation in the recruitment process, please contact the Personnel Office at (530) 538-2407.**