



**COUNTY OF SONOMA (CA)
INVITES APPLICATIONS FOR THE POSITION OF:**

Deputy Sheriff II

An Equal Opportunity Employer

SALARY

\$39.66 - \$48.21 Hourly \$3,183.66 - \$3,870.00 Biweekly \$6,897.93 - \$8,385.00 Monthly
\$82,775.18 - \$100,620.06 Annually

OPENING DATE: 02/08/18

CLOSING DATE: Continuous

THE POSITION



**The Sonoma County Sheriff's Office seeks qualified law enforcement officers.
Come to beautiful Sonoma County and become a Deputy Sheriff II!**

In addition to starting salary up to \$48.21/Hr.* (\$100,620/Yr.), this position offers an additional hourly cash allowance (up to 80 hours per pay period), a generous benefits package, including wellness and professional development funds, and opportunities for premium pay assignments. Candidates with English/Spanish bilingual skills and out-of-state applicants are encouraged to apply!

In the Sonoma County Sheriff's Office, Deputy Sheriff II's patrol assigned areas, serve warrants, make arrests, and assist in preliminary criminal investigations. Deputies can be assigned to various work areas including: civil bureau, coroner, detention, investigation, prisoner transport, jailer, bailiff, and/or court security. They are required to work all shifts, including nights, weekends, and holidays.

This full, working-level position in the Deputy Sheriff job series is for individuals who meet one of the following criteria:

- Completed 1 year of recent, full-time paid experience as a Law Enforcement Officer with a city, county, state, or federal police agency
- Possess a California Commission of Peace Officer Standards and Training (POST) Basic Certificate
- Are out-of-state law enforcement officers possessing a California POST Basic Course Waiver (BCW)

Out-of-state applicants are encouraged to apply. In order to qualify for this position, they must obtain a California POST BCW. Corrections experience is not applicable. Please review the Selection Procedure section of this job announcement for further information.

Working in the Sonoma County Sheriff's Office

Serving the community since 1850, the Sheriff's Office employs over 650 employees to protect

and secure the half-million residents within the 1,768 square miles of Sonoma County. With more than 30 different highly-trained and specialized units, you can be confident that a career with the Sonoma County Sheriff's Office will be anything but monotonous.

After being hired and receiving appropriate training, Deputies are often assigned to the Patrol Division, a part of the Law Enforcement Division. The patrol force operates out of the main office of the Sheriff's Office in Santa Rosa, two substations located in Guerneville, in the Sonoma Valley, as well as two contracted police stations in the Town of Windsor (Windsor Police Department) and the City of Sonoma (Sonoma Police Department). Currently, patrol shifts are based on a 12-hour work day.

A variety of specialty assignments are also available in the Sheriff's Office. Assignments such as bomb disposal, SWAT team, hostage negotiator, training officer, dog handler, helicopter observer, internal affairs, background investigators, and detective. Specialty assignments are made on a "most qualified" basis and are entitled to premium pay. To learn more about these assignments, and how we serve the community, please visit the [Sonoma County Sheriff's Office website](#).

Choose Sonoma County

We offer expansive opportunities for growth and development, the ability to be a part of a challenging and rewarding work environment that provides continuous training and education, and the satisfaction of knowing that you are working to better our communities. You can also look forward to some excellent benefits*, including:

- A cash allowance of approximately \$600 per month
- An annual Staff Development/Wellness Benefit allowance up to \$750
- Bilingual premium pay of \$0.95 cents per hour in addition to the hourly pay rate
- Premium pay for specialty assignments, ranging from 2.5% to 10.0%
- Differential pay for swing and graveyard shifts
- Onsite workout facilities
- Competitive vacation and sick leave accruals, 11 holidays per year
- Significant County paid premium contribution to several health plan options
- County contribution to a Health Reimbursement Arrangement to help fund post-retirement employee health insurance/benefits
- Retirement is fully integrated with Social Security. With the recent pension reform, new employees as defined and eligible will receive a 2.7% at 57 formula, or for those individuals who meet certain criteria, 3.0% at 50

*Salary is negotiable. Benefits described herein do not represent a contract and may be changed without notice. Additional information can found in the [Deputy Sheriffs' Association Memorandum Of Understanding \(DSA MOU\)](#). Bilingual positions require English and Spanish skills at either the basic (conversational) or fluent (reading, writing, and conversational) level. A bilingual examination will be conducted prior to employment to confirm level of skill. The bilingual premium pay begins upon the assignment of a bilingual caseload.

When you join the County of Sonoma, you'll have the freedom to explore the beauty of our county - its picturesque coastline, majestic redwoods, historic towns, fine dining, award winning wineries, and a wide variety of entertainment and cultural activities. Please visit www.sonomacountyconnections.org and www.santarosachamber.com for additional information about the community.

APPLICATION SUBMISSIONS REQUIRE THE SUPPLEMENTAL QUESTIONNAIRE BE COMPLETED.

MINIMUM QUALIFICATIONS

Education: Graduation from high school or possession of an acceptable General Education Development Certificate.

Experience: One year of recent, full-time paid experience as a law enforcement officer with a

city, county, state or federal police agency.

Special Qualifications: Possession of the P.O.S.T. basic certificate. Law enforcement experience performing patrol functions is highly desirable.

License: Possession of a valid California driver's license and a good driving record.

Background Requirement: Incumbents shall not have been convicted of a felony in this state or any other state or in any federal jurisdiction, or of any offense in any other state or in any federal jurisdiction, which would have been a felony if committed in this state, nor be under current formal probation supervision.

Citizenship Requirement: Permanent resident aliens who wish to be employed as peace officers must apply for citizenship at least one year before application for such employment. If a permanent resident alien has not obtained citizenship within three years after application for employment or is denied citizenship, he or she shall be disqualified for peace officer status.

KNOWLEDGE, SKILLS, AND ABILITIES

Working knowledge of: the laws, ordinances, rules and regulations enforced by the department; modern procedures and methods employed in crime detection and investigation and knowledge of general police practices and techniques; court procedures in criminal and civil trials. Working knowledge of the use and care of firearms; criminal attitudes and behavior patterns and the social factors underlying criminal behavior; recent developments, current literature and sources of information of criminal investigation procedures and police patrol practices.

Knowledge of: first aid methods and their applications; the geography and topography of Sonoma County.

Ability to: enforce the law firmly, tactfully and impartially and to deal courteously with the general public; make quick, effective and reasonable decisions and to take appropriate action in emergencies; understand and follow written and oral directions. Ability to speak and write effectively.

SELECTION PROCEDURE & SOME HELPFUL TIPS WHEN APPLYING

- Your application information and your responses to the supplemental questions are evaluated and taken into consideration throughout the entire selection process.
- You should list all employers and positions held within the last ten years in the work history section of your application and should be as thorough as possible when responding to the supplemental questions.
- You may include history beyond ten years if related to the position for which you are applying. If you held multiple positions with one employer, list out each position separately.
- Failure to follow these instructions may impact your competitiveness in this process or may result in disqualification.

Please visit [Getting-a-Job](#) with the County of Sonoma to review more detailed information about the hiring process, including the application process, examination steps, and department selection process.

OUT-OF-STATE APPLICANTS

The Sheriff's Office encourages out-of-state applicants. However, in order to qualify for this position, they must obtain a California POST Basic Course Waiver (BCW) to meet California's Regular Basic Course Training requirements. The BCW process is for individuals who want to become California peace officers, and have completed at least 664 hours of general law enforcement training (including a general law enforcement basic course of at least 200 hours). Once the BCW process is successfully completed, the applicant receives a waiver of the California Basic Course. For more information visit <http://post.ca.gov/basic-course-waiver->

[process.aspx](#).

If you are in possession of a BCW, please attach a copy to your application materials.

APPLICATION SUBMISSIONS REQUIRE THE SUPPLEMENTAL QUESTIONNAIRE BE COMPLETED.

The selection procedure will consist of the following examination:

An **Application and Supplemental Questionnaire Appraisal** (pass/not pass) will be conducted to evaluate each applicant's combination of educational coursework, training, experience, knowledge, and abilities which relate to this position to ensure satisfaction of the minimum qualifications for this position. Candidates who possess the minimum qualifications for the position will be placed on an extra-help employment list and referred to the department. The department may contact candidates from the employment list who possess the most appropriate job-related qualifications for further consideration.

BACKGROUND PROCESS

Being part of the Sheriff's Office and being expected to keep the public safe requires a thorough background investigation process. This process includes an assessment of prior work history, verifying educational experiences, court reports, public records searches, understanding past patterns relating to drug usage, financial patterns, etc. This entails gathering a significant amount of information from job candidates and speaking to former employers, friends, family members, etc. Polygraphs, drug tests, and medical, and physical examinations are also part of this process. Candidates must be honest and forthcoming about information that may arise during the background process. Deception during any portion of this process is grounds for disqualification, even after employment. This process can take anywhere from 3-5 months. Many factors are taken into consideration and one should not assume a credit issue or prior drug use is automatically disqualifying. Candidates will be given the opportunity to present mitigating information they feel should be considered. You are encouraged to be as responsive as possible while this process is taking place to help expedite the timeline, and we encourage you to stay patient and interested in this great career opportunity while this process is taking place.

You may also review the [Job Classification Screening Schedule](#) to determine the requirements for this position.

Please read the [Sheriff's Office Pre-Employment Drug Use Guidelines](#) for further information.

HOW TO APPLY

Applications are accepted on-line at: www.yourpath2sonomacounty.org. Paper applications may be submitted by person, fax (707-565-3770), email, or through the mail. All applications and appropriate supplemental information as outlined in the job bulletin must be RECEIVED by the time and date specified on the first page of this job announcement. Continuous recruitments may close without notice at any time that a sufficient number of qualified applications have been received. Applications received after the recruitment closes will not be accepted.

The County of Sonoma prioritizes and is committed to continuously providing a workplace where equal employment opportunity is afforded to all people. Please view the County's [Equal Employment Opportunity Policy](#) for further information.

HR Analyst: CG
HR Technician: RR

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:
<http://www.yourpath2sonomacounty.org>
OR
575 Administration Drive, Suite 116B,
Santa Rosa, CA 95403

EXAM #18/02-4081-OC
DEPUTY SHERIFF II
CG

Deputy Sheriff II Supplemental Questionnaire

- * 1. Please indicate if you are interested in bilingual positions, and your level of proficiency.
 - ☐ Yes, I have basic (conversational) English/Spanish bilingual skills
 - ☐ Yes, I have fluent (reading, writing, and conversational) English/Spanish bilingual skills
 - ☐ No, I do not have English/Spanish bilingual skills, and/or I do not wish to be considered for a bilingual position
- * 2. Are you 18 years old?
 - ☐ Yes ☐ No
- * 3. Are you a high school graduate or do you have a GED?
 - ☐ Yes ☐ No
- * 4. Are you willing to work any shift assignments, including evenings, nights, weekends, and holidays?
 - ☐ Yes ☐ No
- * 5. Are you willing to undergo a thorough background investigation, which may include a review of criminal employment, education, driving, and credit records, and an inquiry into your personal and social history, including any use of drugs and alcohol?
 - ☐ Yes ☐ No
- * 6. Are you willing to undergo polygraph, psychological, physical abilities, and medical examinations?
 - ☐ Yes ☐ No
- * 7. Have you reviewed and do you understand the [Sheriff's Office Drug Guidelines](#)?
(Please note that, if you do not have Internet access, you can request the drug standards packet from the Human Resources reception desk.)
 - ☐ Yes ☐ No
- * 8. Which of the following applies to your citizenship status?
 - ☐ I am a U.S. citizen
 - ☐ I am a permanent resident alien who has applied for U.S. citizenship
 - ☐ None of the above
- * 9. As an adult, have you been convicted of a felony or are you currently under formal probation?
 - ☐ Yes ☐ No
- * 10. If you answered "Yes" to question 9, please explain your response. If you answered "No", please respond, "N/A."
- * 11. Are you currently a Reserve Peace Officer?
 - ☐ Yes ☐ No

- * 12. Do you possess a California Commission of Peace Officer Standards and Training (POST) Basic Certificate?
- ☐ Yes ☐ No
- * 13. Do you possess a California POST Basic Course Waiver? If so, please attach a copy of the waiver to your application materials.
- ☐ Yes ☐ No
- * 14. Please describe your qualifying work experience as a Peace Officer. Include job titles, time in service, a description of your recent assignment, and information regarding the agency you work(ed) for (patrol area, population, etc.) Please note that experience as a corrections officer does not apply.
- * 15. Please describe your experience working in collateral or specialty units. Include:
- Employing agency
 - Name of the specialty unit/position held
 - Date you held the collateral/specialty assignment
 - Any experience gained conducting investigations
- * 16. How did you first learn about this opportunity?
- ☐ Association of Bay Area Governments (ABAG)
 - ☐ California State Association of Counties (CSAC)
 - ☐ CaliforniaDiversity.com
 - ☐ CalJobs
 - ☐ CareerBuilder
 - ☐ Careersingovernment.com
 - ☐ College or University
 - ☐ Craigslist
 - ☐ Craigslist Sacramento
 - ☐ Employee of Sonoma County
 - ☐ Facebook
 - ☐ Go law enforcement
 - ☐ GovernmentJobs.com
 - ☐ Hirediversity.com
 - ☐ Hispanic Chamber of Commerce of Sonoma County
 - ☐ Indeed
 - ☐ International Association of Women Police
 - ☐ Job Fair
 - ☐ La Voz
 - ☐ Latpro.com
 - ☐ Latino Service Providers
 - ☐ Minority Organization or Group
 - ☐ Monster
 - ☐ National Latino Peace Officer Association
 - ☐ NIXLE
 - ☐ PORAC Online
 - ☐ POST
 - ☐ Press Democrat
 - ☐ Sacramento Bee
 - ☐ sonoma-county.org/www.yourpath2sonomacounty.org
 - ☐ Sonoma County Human Resources Office

- ☐ Sonoma County Job Line
- ☐ Twitter
- ☐ Veterans Services Office
- ☐ Women's Organization or Group
- ☐ Other Internet Site
- ☐ Other Publication

* Required Question