



**CITY OF SILVERTON**  
**JOB ANNOUNCEMENT 24-13**

*The City of Silverton is an Equal Opportunity Employer*

<b>Job Title</b>	Police Officer – Entry or Lateral
<b>Job Hours</b>	Works varied shifts 24/7
<b>Hourly Range</b>	\$28.57 - \$36.46 (effective July 1, 2024, \$29.9954 to \$38.2825) <i>Hourly rate at appointment to be determined based upon prior sworn service time.</i>
<b>Benefits</b>	The City offers an excellent total benefits package which includes City-paid employee health, dental, vision, long-term disability, and life insurance, generous family coverage options, City-paid employee contribution to PERS, and options to contribute to deferred compensation plans and choose voluntary benefits.
<b>Incentive and Premium Pay</b>	\$175 per month for Intermediate Certification \$350 per month for combined Intermediate and Advanced Certification (both after probation period is completed) <i>Silverton Police Officers may also receive additional pay for select bilingual proficiency, Detective assignment, Field Training Officer assignment, Motorcycle assignment, and longevity.</i>
<b>Location</b>	Police Department, Silverton City Hall 306 S. Water St., Silverton, OR 97381
<b>Application Dates</b>	<ul style="list-style-type: none"> <li>• Open – <b>May 1, 2024</b></li> <li>• Close: <b>May 20, 2024</b></li> </ul>
<b>To Apply</b>	<p>Please visit <a href="http://www.silverton.or.us/jobs">www.silverton.or.us/jobs</a> for application materials and complete job description.</p> <p><b>Entry level applicants</b> should attach all the following and submit to <a href="mailto:HR@silverton.or.us">HR@silverton.or.us</a> or deliver to City Hall:</p> <ul style="list-style-type: none"> <li>▪ Completed City of Silverton Employment Application</li> <li>▪ Resume (<i>limit to one page double-sided</i>)</li> <li>▪ Letter of interest, including what you have done during your time in sworn police service and/or what you would like to do to improve community outreach and support (<i>limit to one page double-sided</i>)</li> <li>▪ Recruit applicants must complete the National Testing Network Frontline (NTN) exam before being considered for the interview process.</li> <li>▪ Applicants who completed the NTN exam within the last year (December 01, 2022, or later), with scores on file, may be invited to interview depending on a passing score of 75% in all three categories (Video, Reading, Writing).</li> <li>▪ It is your responsibility to schedule the written exam or virtual proctored exam (Frontline) and to have it completed by February 15, 2024, to be considered for first review.</li> <li>▪ All applicants will be subject to a background investigation. Those who are offered a conditional offer will be required to pass a psychological, medical, and drug screening.</li> <li>▪ Recruit candidates will be required to pass the Oregon Physical Abilities Test (ORPAT) within the year preceding consideration for a conditional job offer (contact NTN Brooks to schedule the ORPAT).</li> </ul> <p><b>Lateral applicants</b> should attach all the following and submit to <a href="mailto:HR@silverton.or.us">HR@silverton.or.us</a> or deliver to City Hall:</p> <ul style="list-style-type: none"> <li>• Completed City of Silverton Employment Application</li> <li>• Resume (limit to one page double-sided)</li> <li>• Letter of interest, including what you have done during your time in sworn police service and/or what you would like to do to improve community outreach and support (limit to one page double-sided)</li> <li>• Out of state lateral applicants will be required to pass the Oregon Physical Abilities Test (ORPAT) within the year preceding consideration for a conditional job offer.</li> </ul>
<b>Veterans' Preference</b>	Candidates eligible for Veterans' Preference must complete a City Veterans' Preference Form (available with City of Silverton Application) and include appropriate documentation to receive preference points.

Please continue reading for more information about this exciting opportunity and the necessary qualifications.

**Position Summary:** *(Refer to the job description for a detailed list of duties and working conditions)*

The Silverton Police Department received State Accreditation under Oregon Accreditation Alliance (OAA) in 2009 and has been re-accredited in 2019. It provides full 24-hour law enforcement services to a population of over 10,687 people in the Mid-Willamette Valley, located 12 miles east of Salem. In addition to general law enforcement services, the agency has specialty positions of Detective, Motorcycle Traffic Officer and School Resource Officer (contract). The agency supports a Community Service Officer, Municipal Court and Juvenile Municipal Court and Peer Court. The department has a full-time staffing level of seventeen (17).

**Responsibilities:**

- Patrols assigned areas, traffic enforcement, complaint and accident investigation, criminal investigations, apprehension, and arrest of criminals, using own judgment in deciding a course of action being expected to handle difficult and emergency situations without assistance; works rotating shifts.
- Meets with concerned citizens, interrogates suspects, witnesses, and drivers; Collects and preserves evidence; Arrests violators; investigates and renders assistance at scenes and documents vehicular accidents; Testifies in Municipal, State and Federal Courts,
- Prepares a variety of reports and records, including but not limited to, criminal investigations, crash investigations and CAD reports.
- Maintains normal availability by radio or telephone for consultation on major emergencies or precedent; Uses desk-top computers in the police facility and mobile data terminals in patrol vehicles.
- Maintains contact with police supervisory personnel to coordinate investigation activities; provide mutual assistance during emergency situations and provides general information about Department activities.

**Job Specifications Entry Level:**

**Minimum Qualifications – Entry & Lateral:** The following requirements must be met for the position of Police Officer Lateral and Entry Level (for Lateral specific requirements, see the Minimum Qualifications - Lateral):

- A citizen of the United States.
- At least 21 years of age at the time of employment.
- Possess a high school diploma or GED.
- Possess, or be able to obtain, a valid Oregon Driver’s License which meets the requirements of an acceptable driving record under the City’s Driving Policy.
- Meet DPSST physical agility, reading and writing requirements, including visual acuity corrected to 20/20 (uncorrected no worse than 20/200), possess normal color discrimination and peripheral vision, have the ability to chase, apprehend and handcuff suspects, ability to use firearms and defensive tactics, ability to drive vehicles in emergency situations, and have the ability to work outdoors in all weather conditions.
- The ability to qualify for Basic Police Officer certification from the Oregon Department of Public Safety Standards and Training (DPSST) within one year of employment (training will be provided).
- Basic computer literacy and keyboard skills.
- Must be able to pass a thorough criminal background investigation.
- Must be able to pass a thorough police applicant psychological testing which includes written testing and an interview with Psychologist.
- Be able to pass pre-employment medical and drug testing.
- Preference will be given to DPSST certified officers or certifiable officers who have attended and graduated from the DPSST Academy.

**Job Specifications Lateral Specific:** The following requirements must be met for the position of Police Officer (Lateral or DPSST Graduate):

- Within the last five years:
  - Certified as a law enforcement officer.

**OR**

  - Graduated from DPSST Basic Police Academy.
- United States Citizenship.
- As a graduate of DPSST, able to meet reading and writing requirements, and the following requirements:
  - Visual acuity corrected to 20/20 (uncorrected no worse than 20/200, possess normal color discrimination and peripheral vision, have the ability to chase, apprehend and handcuff suspects, ability to use firearms and defensive tactics, ability to drive vehicles in emergency situation, and

have the ability to work outdoors in all weather conditions, and must have basic computer literacy and keyboard skills.

- Lateral applicants (out-of-state) will be required to pass the Oregon Physical Abilities Test (ORPAT) within the year preceding consideration for a conditional job offer.
- Possess or be able to obtain a valid Oregon Driver's license.
- Must be able to pass a thorough criminal background investigation, police physical, and psychological.

**Applicants can be disqualified at any time in the selection process for not being able to meet any of the required qualifications as outlined.**

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