



Examination Information Cont.

- **Verbal Ability:** The ability to read and listen to information and identify facts and draw conclusions and the ability to write clearly.
- **Reasoning Ability:** The ability to apply general rules to specific problems to attain logical answers and the ability to correctly follow rules to arrange things or actions in a certain order.
- **Memory Ability:** The ability to store and retrieve facts, details and other information.
- **Perceptual Ability:** The ability to quickly and accurately compare letters and numbers presented orally and in written form and the ability to shift back and forth between two or more sources of information, both written and orally, in performing a task.

The POST test battery is comprised of eleven separately timed, multiple-choice test segments. Six of the test are traditional paper-and-pencil formats, while the remaining five incorporate an audio tape format where information is presented orally and examinees answer questions or perform tasks that require a multiple-choice response.

Full-Time Benefits

Health, Dental & Optical Insurance

- City pays a portion (depending on household size) of premiums for employee and family.
- City pays premium for dental, vision and life insurance.

Sick Leave

- 8 hours per month.

Vacation

- 10 days per year, first five years; 15 days per year, 6-15 years; 20 days per year, 16 years thereafter.

Holidays

- 11 paid holidays per year + 3 floaters.

Retirement Benefits

- Participates in Public Employees Retirement System (CalPERS) 2% at 62 plan. New PEPR 2% at 55 plan, classic
- Participates in social security and Medicare.

Additional Benefits

- Uniform allowance of \$750 per year, payable at \$375 in January and July.
- Credit Union Membership available with automatic check deposit, if desired.
- Deferred compensation program also available.

Part-time Dispatcher - paid training, zero benefits, zero guaranteed hours.

YREKA POLICE DEPARTMENT

The City of Yreka is an Equal Opportunity Employer

412 W. Miner St.
Yreka, CA 96097

Phone: (530) 841-2300
Fax: (530) 841-2310



Invites Applications for:
Public Safety Dispatcher

Salary:

Part-Time: \$16.65-\$17.48 Hour

Annual Salary:

Full-Time: \$34,632.81—\$44,201.26



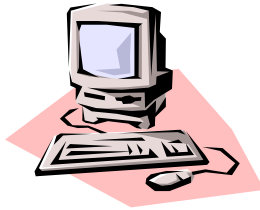
Tel: (530) 841-2300

Special Requirements

The City of Yreka is currently accepting applications for part-time Public Safety Dispatcher. Dispatchers receive telephone reports of incidents (including emergency 9-1-1) and requests for law enforcement related services; enter information in prescribed formats into the police department's Computer Aided Dispatch System; operate special communications equipment; conduct interviews in person or by telephone with people reporting crimes and prepare crime reports from information received.

Minimum Requirements

- Possess a high school diploma or GED.
- Type a minimum of 35 net WPM.



Special Requirements

- **Criminal History and Background Check:** Applicants must pass a criminal history and background check. Applicants will be fingerprinted for purposes of a search of local, state and national fingerprint files to disclose any criminal record. In addition, a classifiable set of fingerprints shall be furnished to the Department of Justice and Federal Bureau of Investigation.

- Have normal hearing in both ears and good hand/eye coordination and finger dexterity.
- **Hours of Work:** Applicants must be willing to work shift assignments, holidays and weekends as required.
- The Yreka Police Department is committed to maintaining a drug and alcohol free workplace. As a condition of employment, applicants may be required to undergo and pass drug and alcohol testing prior to employment.



- **Ability to:** Communicate clearly and precisely, both orally and in writing; understand and carry out oral and written directions; learn city street system and physical layout of Yreka and parts of Siskiyou County; learn standard broadcasting rules and procedures; work under pressure and exercise good judgment in emergency situations; learn to effectively communicate with and elicit information from upset and irate citizens; exercise independent judgement and work with a minimum of supervision; learn to operate radio broadcasting equipment.

Selection procedures

All applications submitted will be reviewed and evaluated according to the job requirements. Applicants will be required to pass an Entry-Level Dispatcher Examination. Based on the ratings of the examination, an em-

ployment list will be established. After successful completion of a background investigation and psychological examination, an oral interview with the Chief of Police will be required for final consideration and selection.

Examination Information

This Examination will consist of a written test weighed 100%. In order to obtain a position on the eligibility list, a minimum score of 70% must be obtained. Applicants who do not appear for the written test will be disqualified. The written test will consist of the intensive, multi-dimensional test battery for entry-level dispatchers that was developed by the Commission on Peace Officer Standards and Training (POST).

The POST Entry-Level Dispatcher Selection Test Battery was designed to measure aptitude for performing public safety dispatcher work. The tests measure general abilities that are normally developed over an extended period of time. They are not designed to measure job-specific knowledge or skills that are taught in training. The abilities measured by the tests are summarized on the next page.



YREKA POLICE DEPARTMENT