



# Port Orford Police Department

555 West 20<sup>th</sup> Street / PO Box 310  
Port Orford, Oregon 97465  
Phone: (541) 332-9013  
Fax: (877) 281-5308

## Job Announcement

---

### Police Officer – Recruit or Lateral Full Time / Non-exempt / Teamsters represented

OPENS: October 12<sup>th</sup>, 2016

CLOSES: Until Filled

APPLICATIONS: Port Orford City Hall  
P.O. Box 310, 555 W. 20<sup>th</sup> St.  
Port Orford, OR 97465  
541-366-4570  
[www.portorford.org](http://www.portorford.org)

### SUMMARY AND REQUIREMENTS

Port Orford Police Officers perform a wide variety of duties to promote public safety, security, prevent crime and enforce laws. A certified Police Officer performs law enforcement and crime prevention work including discovery, investigation, report preparation and patrol to enforce state, federal and local laws. This position oversees police program areas that may require additional specialized training.

### BENEFIT INFORMATION

The City of Port Orford is the oldest and most westerly city on the southern Oregon coast. It offers spectacular natural beauty without the crowds. Port Orford has a unique individual character and is just one hour north and south of Southwestern Oregon Community College campus's (SWOCC).

### MANDATORY REQUIREMENTS

Equivalent to high school graduation and an ability to attain an Oregon basic police officer certification. Must be at least 21 years of age. Must be a U.S. citizen. Must not have been convicted of any crime punishable as a felony in any jurisdiction or a crime involving domestic violence (applicants with lesser criminal records will be evaluated on an individual basis). Must not have any military discharge less than honorable. Must possess a valid driver's license with an acceptable driving record. (Specifically, minimal moving violations in the past two years & no active or pending

*"Providing the highest standard of Law Enforcement in an ethical and fiscally responsible manner. Excellence in protecting life, property, human rights and work in a proactive partnership with the community to solve problems, thereby enhancing the quality of life for our citizens and visitors."*

DMV suspensions at the time of the application). Must pass all phases of the examination process, including an oral and written exam, background investigation, psychological test and physical agility testing.

### APPLICATION MATERIALS

Application materials must be completed and received by City Hall on or before the closing date. Electronic copies are accepted with a signature. Application materials can be downloaded from our website at [www.portorford.org](http://www.portorford.org) , or requested by mail by calling City Hall at 541-366-4570.

### SELECTION PROCESS

A City application form and cover letter will be used to select top candidates. Those selected for further consideration will be invited to participate in a comprehensive hiring process. Prior to hiring, the successful candidate must pass all phases of the examination process, including: oral and written exam, criminal background investigation, psychological test, physical and agility testing. Lateral candidates are encouraged to apply and they may be subject to an abbreviated process where the POST and ORPAT tests are bypassed.

### NOTIFICATION

Applicants who are not selected will be notified by mail once the position has been filled.

### EQUAL OPPORTUNITY EMPLOYER

The City of Port Orford is an Equal Opportunity Employer dedicated to a policy of non-discrimination of employment on the basis of race, color, religion, sex, national origin, age or physical disability. The City of Port Orford provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request a disability accommodation, contact City Hall at 541-366-4570.

Patti Clark

Human Resources