



**BE A PART OF SERVING OUR COMMUNITY!**

The City of East Palo Alto is now seeking a

## **POLICE SERGEANT**

Salary: \$130,079—\$174,318 Annually

\$10,839 - \$14,526 Monthly

Plus a Great Benefits Package

**OPEN UNTIL FILLED**

**The first review of applications will be July 3, 2025**





## ABOUT THE DEPARTMENT

The City of East Palo Alto Police Department has built a strong partnership between the community and the department to help enhance public safety and improve the quality of life for the people who live and work in the City of East Palo Alto. The Police Department goals are to focus on crime suppression and analysis, problem solving, building community relationships, and creating effective crime prevention strategies. The philosophy is that the more the department is informed and openly available about public safety issues, the better we can work together toward safer, more secure, and healthier neighborhoods.



## THE CITY

The City of East Palo Alto is a beautiful community located in the heart of the Silicon Valley, and is uniquely positioned to maximize its potential as a significant city in the region. Founded by speculators and farmers in 1849, the town was originally named Ravenswood. In 1983 the residents decided to incorporate as East Palo Alto. The population is approximately 31,500 with an area of 2.5 square miles.

## THE POSITION

Join our team today! The City of East Palo Alto is currently seeking a qualified, professional, accountable, and welcoming Police Sergeant. The Police Sergeant's duties are to organize and direct law enforcement activities during an assigned shift, including patrol functions, traffic regulation, and the enforcement of federal, state, and local laws, regulatory codes, and ordinances. The position coordinates, supervises, and participates in the response to and the investigation of crimes, accidents, emergency situations, and other disturbances and requests for assistance. The Police Sergeant reviews, evaluates, and approves cases and arrests; trains and evaluates the performance of assigned personnel; and performs related duties, as assigned.





## IDEAL CANDIDATE

The ideal candidate will:

- An inclusive leader, embracing diversity and the differences among us, empowering and developing staff, and requiring accountability.
- Exercise sound independent judgment, discretion, impartiality, and professionalism.
- Possesses a genuine passion for the East Palo Alto community and demonstrates unwavering dedication to fostering meaningful relationships with its members.
- Be adaptable and able to work under stressful or difficult conditions.
- Be comfortable working in inclement weather conditions at all hours of the day and night, including on weekends and holidays.
- Skilled at interpersonal relations with excellent ability to listen and understand, diffuse situations, and build relationships.
- Bilingual proficiency is highly desirable.

## QUALIFICATIONS

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

**Education:** Equivalent to a high school diploma or General Education Diploma (GED).

**Experience:** Five (5) years of work experience as a sworn Police Officer. Bilingual proficiency is desired.

**License and Certifications:**

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.
- Possession of a valid Police Officer Standards and Training (P.O.S.T.) An intermediate or Advanced Certificate is required within six (6) months of appointment.



## COMPENSATION AND BENEFITS

The starting salary will be commensurate with the experience, qualifications and skills of the successful candidate and within the range of \$130,079 - \$174,318 Annually/ \$10,839 - \$14,526 Monthly.

The City of East Palo Alto offers an excellent comprehensive benefits package that includes:

**Union Membership:** This position is non-exempt and subject to the overtime rules of the Federal Labor Standards Board and is part of the Police Officer Association Union group (POA).

**Health Benefits:** For medical coverage, the City contracts with Sutter Health and Kaiser Permanente. The city pays 100% employee only Kaiser Coverage and 80% Dependent Coverage up to the Kaiser Coverage Plan.

**Dental insurance** is through Delta Dental. The City pays up to the employee only.

**Life Insurance:** The City pays for coverage of \$50,000.

**Vision:** Supplemental Insurance with VSP (employee paid)

**Flexible Spending Plan:** Voluntary pretax employee contributions up to \$2,650 for health care expenses and up to \$5,000 for dependent care expenses per year.

**Retirement:** CalPERS Classic Members - 3% @ 55 formula Employee pays 9% employee contribution.

CalPERS New Members - 2.7% @ 57 formula Employee pays 13.75% employee contribution.

\* Three (3) year average final compensation

**Sick Leave:** 3.7 hours biweekly

**Vacation:** Accrual ranges from 80 – 200 Hours per year based on years of continuous service with the City.

**Premium Pay:** Additional 2.5% Longevity compensation at 10 years of continuous service

Additional 5% Intermediate POST Certification

Additional 2.5% Advanced POST Certification

Additional 5% Special Assignment

**Bilingual Pay:** \$57.70 on a bi-weekly basis. English/Spanish for qualifying individuals and positions after passing bilingual test.

**Uniform Allowance:** \$100 per month

**Tuition reimbursement:** \$400 per year

**Deferred Compensation Plan:** The City offers an optional 457 Plan through Mission Square.

**Employee Assistance Program:** The City of East Palo Alto offers an employee assistance program for employees and dependents that provides counseling and other services for dealing with life's challenges at no cost to the employee.

## HOW TO APPLY

To be considered for this exciting opportunity, candidates should apply through CalOps.org.

<https://www.calopps.org/city-of-east-palo-alto>.

Complete an online application and the required supplemental questionnaire. All materials must be included to be considered as a candidate.

**This position is OPEN UNTIL FILLED.** The first review of applications will be July 3, 2025. Apply early for first consideration.

The City of East Palo Alto is not responsible for the failure of internet forms or email in submitting your application. Candidates with a disability who may require special assistance in any phase of the application or selection process should advise Human Resources at [hr@cityofepa.org](mailto:hr@cityofepa.org) or (650) 853-3116.

Recruitment Services Provided

by:  Muchmore Than Consulting



THE CITY OF EAST PALO ALTO IS AN EQUAL OPPORTUNITY EMPLOYER

