

# MONTCLAIR

## CAREER OPPORTUNITIES

An Equal Opportunity Employer

### **POLICE OFFICER (ENTRY-LEVEL)**

**SALARY: \$5,293 - \$6,434**

(\$4,945/mo. salary while enrolled in the 20-week Police Academy)

Under general supervision prevents crimes, enforces laws, investigates complaints, and apprehends criminals and suspects; protects the innocent, helps the distressed, safeguards public rights, and aids in the administration of justice; and assumes responsibilities and performs duties related to the work, as required. **Must work alternating shifts including some weekends and holidays.**

#### **ESSENTIAL JOB DUTIES**

Operates an automobile, motorcycle, or bicycle, or walks, in patrolling an assigned area for the prevention of crime and the enforcement of laws and regulations; responds to radio dispatches and telephone instructions and appears at scenes of disorder or crime; notes and reports traffic hazards; investigates and prepares reports on accidents, offenses, and damages to property; assists people in emergency situations; makes physical arrests, issues citations, and gives verbal warnings; intervenes in private and public disputes to protect the public and maintain order; appears in court; transports prisoners; writes case reports and logs activities; participates in training conferences and programs; makes public service presentations; and accepts special assignments in police dispatching and evidence room; and any other specific assignment directed by supervising police personnel.

#### **SELECTION PROCESS**

The Montclair Police Department offers full testing services for the position of Entry-Level Police Officer through **National Testing Network, Inc.** To fill out an application for this position and schedule testing, go to [www.nationaltestingnetwork.com](http://www.nationaltestingnetwork.com), select Law Enforcement, and sign up for the **Montclair Police Department.**

What to expect at the National Testing Network website:

- ✓ Completion of the application process;
- ✓ Review all information related to Montclair's Entry-Level Police Officer position, including minimum requirements, salary, and benefits;
- ✓ Detailed information about the testing process;
- ✓ Opportunity to take online practice tests;
- ✓ Schedule your own convenient test time. Tests are offered multiple times a week, including Saturdays; and
- ✓ Take high quality job simulations test in a standardized, fair testing environment.

Upon completion of the entry level exam, all candidate scores are automatically forwarded to the Montclair Personnel Department. Candidates passing the test with the highest scores will be invited to continue to participate in other stages of the selection process including an oral board interview and physical capabilities testing.

National Testing Network is a service provided to conduct entry-level testing in a standardized, professional environment. National Testing Network does not replace the City of Montclair's responsibility and decision making in the testing process. All candidate results are provided to the City of Montclair where the final decisions are made.

**DO NOT CONTACT CITY OF MONTCLAIR FOR TEST SCORES OR STATUS OF YOUR APPLICATION.**



Great weather, excellent schools and nearby colleges, outstanding housing values, safe, stable neighborhoods, and recreational pursuits all contribute to a family oriented community with over 62 percent owner-occupied housing.



Beaches, deserts, mountain resorts, and other recreational facilities are equally accessible by way of the excellent freeway system serving the Montclair area.



The Montclair Plaza, which opened in 1968, has five major anchor stores, a food court, and over 200 specialty stores that provides major retail shopping for the Inland Empire.



The Montclair Transcenter is home to the Metrolink Station, Omnitrans and Foothill Transit bus services, a park-and-ride facility, and future home of a Metro Gold Line Station.