

# JOB ANNOUNCEMENT

## CITY OF CANBY / CANBY POLICE DEPARTMENT

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### Police Officer – Entry Level or Lateral

Full Time / Non-Exempt / Represented by Canby Police Association

**Salary:** \$64,848 - \$81,576 / annual salary range, plus City paid PERS and Benefits

- Plus 3.3% cost of living adjustment effective July 2019 pending approval of collective bargaining agreement. Successful candidate may be eligible for additional 5% English/Spanish bilingual compensation and/or additional compensation based on current certification.

**Opens:** June 24, 2019

**Closes:** Open Continuous – Until Vacancy's are Filled

**Apply to:** City of Canby / Human Resource Department  
Attn: Amanda Zeiber  
PO Box 930, Canby OR 97013  
[zeibera@canbyoregon.gov](mailto:zeibera@canbyoregon.gov)  
(503) 266-0635 phone  
(503) 266-0699 fax

**To be eligible, candidates are required to complete:**

1. The National Testing Network (NTN) FrontLine National exam and the ORPAT certification  
[https://www.nationaltestingnetwork.com/publicsafetyjobs/search.cfm?utm\\_campaign=indexanalysis&utm\\_medium=slider&utm\\_source=index&position=1](https://www.nationaltestingnetwork.com/publicsafetyjobs/search.cfm?utm_campaign=indexanalysis&utm_medium=slider&utm_source=index&position=1)
2. A City of Canby employment application, cover letter and resume – send to [zeibera@canbyoregon.gov](mailto:zeibera@canbyoregon.gov)  
[http://www.canbyoregon.gov/Jobs/jobapp\\_download.htm](http://www.canbyoregon.gov/Jobs/jobapp_download.htm)

**LATERAL CANDIDATES ARE ENCOURAGED TO APPLY – Preference will be given to lateral candidates**  
**NTN TESTING and ORPAT are waived for Oregon Lateral Candidates**

**REQUIREMENTS:** To be considered, candidates must be free of any acts that would adversely reflect on his or her fitness to perform their duties as a police officer. Must be of good moral character and understand that any acts that reflect dishonesty, deceit, or misrepresentation adversely reflects on their fitness to perform their duties as a police officer. Must have strength and agility to sufficiently perform the duties of this position. Ideal candidates will be individuals who have a proven track record of being honest, objective, hard-working, able to communicate effectively, and are customer service oriented. All applicants must be U.S. citizens, have no felony convictions, be at least 21 years of age, have as a minimum a high school diploma or G.E.D. equivalent, and a valid driver's license with acceptable driving record. Candidates must have the ability to successfully complete a thorough background investigation and post-offer psychological and medical examination, including pre-employment drug screen. To qualify as a lateral officer, candidates must possess a current Basic Police DPSST certification or equivalent out of state certification.

**APPLICATION MATERIALS:** A completed and signed City application, resume and cover letter must be received for the application to be complete. Incomplete applications will not be considered. Electronic materials are accepted with a signature. Application materials can be picked up at Canby Civic Offices, 222 NE 2<sup>nd</sup> Ave., Canby OR., downloaded from <https://www.canbyoregon.gov/Jobs/jobopenings.htm>, or requested by calling Human Resources at (503) 266-0635.

**SELECTION & NOTIFICATION PROCESS:** Candidates will be selected for oral interviews based on successful test scores through NTN, complete application materials and interactions throughout the recruitment process.

**EQUAL OPPORTUNITY EMPLOYER:** The City of Canby is an Equal Opportunity Employer dedicated to a policy of non-discrimination in employment on the basis of race, color, religion, sex, national origin, age, or physical disability. The City of Canby provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the Human Resource Department at (503) 266-0635.