

NOW HIRING A Full-Time Community Services Officer



Do you thrive on providing excellent community service? If so, you may be the next Community Services Officer. The City of East Palo Alto invites applications for the position of a Full-Time Community Services Officer. The Community Service Officer performs a variety of routine to complex field and administrative activities in support of police services and programs for the City's Police Department. The position provides comprehensive non-sworn staff support to Police Department supervisory and management personnel on a wide variety of law enforcement programs, projects, and services; responds to public requests; and performs related duties, as assigned.

QUALIFICATIONS:

Education: Equivalent to graduation from the twelfth (12th) grade. Equivalent to an associate degree in criminal justice or a closely related field is desired.

Experience: Two (2) years of experience performing administrative support duties related to the functions of law enforcement. Bilingual proficiency is preferred.

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 Cardiopulmonary Resuscitation (CPR) certificate is required at the time of appointment.

At a glance:

- Full-Time
- \$31.66 - \$38.48 Hourly
- Fully Benefited
- Deadline to apply:
July 24, 2024
- For more information and/or to apply scan the QR code below:

