



CITY OF SANTA ANA
Minimum Requirements of the position for
Police Recruit (Police Officer Recruit),
Police Officer Academy Graduate &
Police Officer Lateral Transfer



The following items are minimum requirements of the position. You must meet these qualifications in order for your application to be considered. (NOTE: If you cannot meet one or more minimum qualifications due to a handicap, you may submit an application. We will consider your situation individually to determine whether a reasonable accommodation can be made.)

I. EDUCATION:

A. Every peace officer candidate shall meet one of the following minimum education requirements pursuant to Gov't Code 1031 (e):

1. Be a high school graduate of one of the following:
 - i. A U.S. public school
 - ii. An accredited U.S. Department of Defense high school
 - iii. An accredited or approved public or non-public high school.
2. Pass the General Education Development (G.E.D) test indicating high school graduation level
3. Pass the California High School Proficiency Exam
4. Have attained a two-year, four-year, or advanced degree from an accredited college or university.

Any accreditation or approval shall be from a state or local government educational agency using local or state government approved accreditation, licensing, registration, or other approval standards, a regional accrediting association, an accrediting association recognized by the Secretary of the United States Department of Education, an accrediting association holding full membership in the National Council for Private School Accreditation (NCPISA), an organization holding full membership in the Commission on International and Trans-Regional Accreditation (CITA), an organization holding full membership in the Council for American Private Education (CAPE), or an accrediting association recognized by the National Federation of Nonpublic School State Accrediting Associations (NFSSAA).

II. CERTIFICATION (IF APPLICABLE):

A. CERTIFICATION FOR ACADEMY GRADUATES

Those who wish to be considered for the Police Officer Academy Graduate position must have successfully completed a California P.O.S.T.-approved police training academy within **2.5 years** from the application date. *Requalification/recertification certificates received within 2.5 years from the application date may also be considered.*

B. CERTIFICATION FOR LATERAL TRANSFERS

Those who wish to be considered for the Police Officer Lateral Transfer position must meet the following requirements:

1. Possession of a California P.O.S.T. Basic certificate or higher (if you do not have one, you do not qualify for the Lateral Transfer position)
2. Successful completion of the probationary period, and/or been employed on a permanent basis, within the past two and one-half (2.5) years as a sworn law enforcement officer in the state of California, preferably a municipality.

CURRENT CA PEACE OFFICERS who possess a P.O.S.T.-approved academy graduation certificate but have not passed probation, do not qualify for the Lateral Transfer position. Please refer to the Police Officer Academy Graduate job bulletin.

CURRENT OUT-OF-STATE PEACE OFFICERS do not qualify for our Police Officer Lateral Transfer position; however, if you obtain a Basic Course Waiver from P.O.S.T., you may qualify for our Police Officer Academy Graduate position. See job bulletin for more information.

FORMER CA PEACE OFFICERS that do not meet requirement # 2 under "Certification for Lateral Transfers" but possess a Requalification/Recertification Course certificate, also do not qualify for the Police Officer Lateral Transfer position. You may, however, qualify for our Police Officer Academy Graduate position. Please refer to the Academy Graduate job bulletin for more information.

III. DRIVER'S LICENSE:

- A. Must possess a valid Class C California driver's license at the time of application. Out-of-state applicants must possess a driver's license in their state of residence at the time of application, and must be willing and able to obtain a CA driver's license by the time of appointment.

V. CITIZENSHIP:

- A. With the amendment of S.B. 960 on September 29, 2022, non-citizens with valid work authorization are able to apply and hold sworn positions.

VI. AGE:

- A. Twenty-one years of age. Persons under twenty-one years of age may apply if their 21st birthday is six months or less from date of application. We have no maximum age limit.

VII. **VISION:**

- A. Eyesight must be correctable to 20/20. For hard contact or glasses wearers there is an additional uncorrected minimum of 20/40 (no uncorrected minimum for soft contact wearers). Refer to P.O.S.T. Vision guidelines for more information: <http://www.post.ca.gov/medical-screening-manual.aspx>

VIII. **HEALTH:**

- A. Must be in excellent health with no conditions which would restrict ability to safely do police work. No minimum height or weight; however, weight must be in proportion to height. Must not be using any illegal drugs. A back x-ray, drug screening, and tuberculosis exam, among other things, will be required. The examination will be administered by the City physician at no cost to the applicant.

IX. **BACKGROUND:**

- A. Must have good moral character and reputation. Must not have any felony convictions. Must be free from any emotional or mental condition which would adversely affect job performance. Additional background disqualification standards will be discussed once in the backgrounds phase.

X. **BE WILLING TO:**

- A. work irregular hours and days, overtime, weekends, holidays, variable shifts, evenings, and on-call;
- B. work at any location in the city;
- C. enforce laws regardless of personal ethics or feelings;
- D. wear uniform furnished by department and comply with department grooming standards;
- E. carry a firearm on and off duty;
- F. attend meetings and classes to maintain/update job knowledge and skills;
- G. work under adverse or potentially hazardous conditions such as in-progress criminal activity, gun fire, unruly crowds, raids/apprehensions of dangerous criminals, and deadly attacks;
- H. train recruit/trainee officers in the policies, procedures, and tasks of the job;
- I. take the life of another if justified in terms of existing laws, policies and procedures.

XI. **BE PHYSICALLY CAPABLE OF:**

- A. utilizing defensive equipment (night stick, riot baton);
- B. applying sufficient physical force (using the body, hands, legs, and feet) to
 - 1. control/restrain an individual or gain entry into a structure;
- C. walking/running at varying speeds for varying distances and periods of time;
- D. hurdling obstacles such as fences, hedges, and barricades;
- E. jumping across holes in the ground such as ditches;
- F. squatting or crouching for varying periods of time;
- G. crawling in, around, over or under various structures;
- H. climbing up or over various structures;
- I. lifting/dragging and transporting objects/individuals varying in size, shape and weight;
- J. driving under normal and emergency conditions;
- K. comprehending auditory input in radio transmissions and long-range conversations;
- L. accurately identifying and distinguishing between colors and smells of different
 - 1. materials/chemicals;
- M. waving arms and hands for varying periods of time;
- N. exercising the required physical capabilities while wearing a standard, fully-equipped gun belt weighing 8 pounds;
- O. speaking in an understandable voice to conduct in-person and radio conversations and to use a bullhorn or loudspeaker;
- P. discharging a double-action revolver (trigger pull).

XII. **HAVE SKILLS TO:**

- A. orally communicate with a variety of people of various educational and socio-cultural backgrounds when performing such duties as:
 - 1. conveying instructions in a precise, firm, authoritative, but tactful manner (for example when directing or coordinating the activities of police personnel of equal or higher rank or other divisions or agencies);

2. explaining to laypersons/public the meaning, intent and requirements of such things as laws, ordinances, court decisions, bureau policies and procedures;
 3. explaining/interpreting technical, occupation-specific terms or jargon to laypersons;
 4. explaining to laypersons the purpose and use of occupation-specific tools, devices, techniques and procedures;
 5. conducting information-gathering interviews.
- B. exercise tact, self-restraint, judgment and strategy to deal with a variety of people, adversaries and advocates, in such situations as:
1. establishing rapport and an effective working relationship with co-employees (of lower, equal or higher rank or status) and representatives of other agencies (e.g., District Attorney, FBI, State Police, Coroner);
 2. relating with the public in a fair, tactful and courteous manner;
 3. dealing effectively with and controlling groups of people in stressful situations (i.e., crowd control);
 4. putting people at ease to gain their confidence and cooperation;
 5. dealing effectively with persons in various emotional states (e.g., hostile, defensive, traumatized) or suffering from mental illness;
 6. persuading individuals to follow an alternative course of action.
- C. read and interpret complex technical documents written in English, such as:
1. laws;
 2. ordinances;
 3. court decisions;
 4. general and special orders;
 5. training bulletins;
 6. college tests.
- D. accurately add, subtract, multiply and divide whole numbers.