



## **Airport Public Safety Supervisor (PPT)**

**SALARY: \$6,708 – \$8,986/mo.**

**FILING DEADLINE: Open until Filled**

### **THE POSITION**

\*\*\*PLEASE NOTE\*\*\* The salary range posted in this bulletin represents the salary range for a Full-Time position. Compensation will be pro-rated based on the number of hours worked for Part-Time positions.

This is your opportunity to become a member of an extraordinary organization and a dynamic team. Under direction, supervises, trains, and directs subordinates in the Airport Public Safety Division engaged in aviation security, law enforcement and aircraft rescue and firefighting operations. Incumbents supervise and perform the full range of airport public safety functions consisting of airport security, law enforcement, fire safety, emergency medical first responder, aircraft rescue and firefighting (ARFF), TSA security measures, and other applicable emergency airport procedures. Areas of assignment are flexible and may change to meet Airport Public Safety operational commitments. Incumbents may be required to work any shift and may be required to work holidays, weekends and nights as assigned.

Permanent Part-Time (PPT) employees are assigned shifts at a minimum of eight (8) hours totaling forty-eight (48) per pay period. Additionally, incumbents have the option to participate in, or opt out of, the City's Health and Welfare plan. Pursuant to Fresno City Charter section 1100, Permanent Part-Time employees do not participate in the City's Retirement System. However, if a successful PPT candidate has previously participated in either of the City's Retirement Systems (Fire & Police Retirement Systems of City of Fresno Employees Retirement System) he/she will be required to participate in the retirement system pursuant to applicable Fresno Municipal Code sections 3-334 or 3-543 pending reinstatement approval by the Retirement Board.

Multiple permanent part-time vacancies currently exist in the Airports Public Safety Division, please identify your interest in either of these positions in the supplemental questionnaire. Immediate and future vacancies will be filled from this eligible list for a period of three (3) months from the date the eligible list is created, with the option of extending that period for up to a maximum of two years at the City's discretion. If the examination process is suspended for this recruitment, the eligible list may be limited to three (3) months.

### **THE REQUIREMENTS**

Applicants must meet the minimum qualifications on or before the posted filing deadline in order to qualify for the examination and does not assure a place on the eligibility list:

Possession of a current State of California, Department of Justice Commission on Peace Officer Standards and Training (P.O.S.T) Basic Certificate.

AND

Possession of or be eligible to possess a Supervisory Certificate, issued by the State of California, Department of Justice Commission on Peace Officer Standards and Training (P.O.S.T);

OR

A current Airport Public Safety Officer with at least two years of continuous service and sixty (60) semester units from an accredited college or university in a related field. Applicant must attach transcripts to online application at time of application.

Applicants must attach a copy of the P.O.S.T. certificate directly to the on-line application for verification of requirement/s. Applicants lacking the documentation may be rejected.

Please Note: Possession of a Basic Police Academy Certificate of Completion DOES NOT fulfill all requirements needed for the P.O.S.T Basic Certificate OR the entrance requirements for this position.

Candidates must possess a valid Class C California Driver's License at time of appointment. Candidates considered for hire must provide proof of a valid driver's license and current copy of their driving record.

**INSTRUCTIONS - How to attach a Certificate**

1. Scan, save and upload your certificate to your personal drive.
2. Log back into PeopleSoft Self Service, Careers. Choose the link titled Airports Public Safety Officer (PPT).
3. Under "Career Tools", click on Cover letters and Attachments.
4. Click on +Add attachments.
5. For "Attachment Type", choose Certificate.
6. For "Attachment Purpose", enter the name of the certificate
7. Click on Add attachment.
8. Click on Save and Return.

### **SPECIAL REQUIREMENTS**

Eligibles certified for consideration for hire will be required to pass an extensive POST required background investigation including a Computer Voice Stress Analyzer (CVSA) and/or polygraph test, psychological, medical exam and Peace Officer Department of Justice and Federal Bureau of Investigation fingerprinting process before being eligible for hire

### **THE SELECTION PROCESS**

The examination process may consist of the following:

Application Review - Qualifying Only: Applications submitted will be reviewed and a limited number of the most qualified candidates may be invited to the oral examination. The selection will be based upon those applications which demonstrate the greatest breadth and depth of applicable education, experience, skills and training. Therefore, applicants are urged to submit sufficiently detailed information in their application materials for a proper evaluation.

Oral Examination - 100%: A panel of subject matter experts will conduct a job-related oral examination to assess a candidate's knowledge of federal regulations regarding airport security, methods and techniques of patrolling and safeguarding buildings, principles of first aid and CPR; ability to establish effective working relationships and respond to a variety of emergency situations or other topics related to a candidate's training, experience and qualifications for the position of Airport Public Safety Officer. Candidates must achieve a passing score to qualify for the eligible list.

The oral examination has been tentatively scheduled for the week of 05/01/2023.

### **PAY, BENEFITS, & WORK SCHEDULE**

**BENEFITS: UNIT 15 Classification – Airport Public Safety Supervisors Operating Engineers, Local Union No. 3 (FAPSS)**

**HEALTH INSURANCE:** The City contributes toward monthly premiums for PPO medical, dental and vision for employee and dependents.

**HOLIDAYS:** 8.4 hours per month in lieu of the Holidays.

**VACATION LEAVE:** Accrue 8.4 hours per month.

**SICK LEAVE:** Accrue 8.4 hours per month.

**SUPPLEMENTAL SICK-** 40 hours per fiscal year. 80 hours lifetime maximum

**LIFE INSURANCE:** Benefit equal to annual salary

**LONG TERM DISABILITY:** Benefit equal to 66.66% of monthly salary up to \$7,500 per month after 30 days of disability; premium paid by the City.

**UNIFORM ALLOWANCE:** \$1000/year

**HEALTH REIMBURSEMENT ARRANGEMENT:** To reimburse retirement medical insurance and qualified medical expenses.

**BILINGUAL PREMIUM:** PAY: \$100 per month

**DEFERRED COMPENSATION:** Voluntary 457 plan with Fidelity Investments to increase your retirement savings.

**RETIREMENT:** City of Fresno Retirement Systems, one of the best funded public systems in the state. Reciprocity with other CA public agencies. Vested in Retirement benefits after 5 years of service. City employees do not participate in Social Security.

**DROP (Deferred Retirement Option Program):** an optional, voluntary program that allows an employee to deposit retirement benefits in a special savings account within the Retirement System while continuing to work for the City of Fresno for up to 10 years. Participation minimum is age 50 and vested. Benefits includes ownership of accumulated funds, compound interest earnings, and alternative distribution options.

Additional information regarding the City of Fresno benefits is available at <https://www.fresno.gov/personnel/human-resources-support/#tab-1>

### **VETERAN'S PREFERENCE**

Candidates applying for veteran's preference are required to submit a copy of their DD214 with their application during the specified filing period. Evidence must be presented to indicate that the candidate was discharged honorably from the military service. Veterans, including City employees, must resubmit proof of honorable service for every examination for which veteran's preference credit is requested. Qualified veterans who pass the examination will have five (5) points added to their final score.

### **EQUAL OPPORTUNITY EMPLOYER**

The City of Fresno is an Equal Opportunity Employer. Should you need a special accommodation due to a qualifying disability, please contact the Personnel Service Department at (559) 621-6950 in advance of the examination.

### **HOW TO APPLY**

APPLICANTS MUST COMPLETE AN ON-LINE APPLICATION. PLEASE VISIT [www.fresno.gov/jobs](http://www.fresno.gov/jobs). TO APPLY. For information on how to complete an on-line application, please view "Instruction Guide" on the City's website, Personnel Services Career Opportunities page, or call (559) 621-6950 for assistance. Resumes will not be accepted in lieu of a completed employment application.

ALL CORRESPONDENCE regarding this recruitment and exam process will be sent via e-mail. All applicants will acknowledge such understanding when they complete their on-line application. Verify we have your correct e-mail address before you submit your application. It is an applicant's responsibility to check their email frequently to ensure they receive all pertinent communication from the Personnel Services Department on a timely basis. Applicants will receive an automatically generated confirmation e-mail upon a successful application submittal. The e-mail is the only proof of submittal.

It is an applicant's responsibility to check their email account and to ensure it is set up to accept emails from the City of Fresno. Dependent upon your settings, notices from the City of Fresno may be directed to the junk mail or spam folders. It is the applicant's responsibility to check these folders as well.

Applications must be submitted by midnight on the filing deadline or they will not be accepted for any reason. FOR THIS RECRUITMENT, IT IS RECOMMENDED THAT PERMANENT FRESNO CITY EMPLOYEES APPLY THROUGH PEOPLESFT SELF SERVICE.