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Job details

Job 1 of 1

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THE FILING PERIOD MAY BE SUSPENDED AT ANY TIME WITHOUT PRIOR NOTICE. THE EXAMINATION MAY REOPEN AS THE NEEDS OF THE SERVICE REQUIRE.

Positions in this non-sworn Deputy Sheriff Trainee classification are characterized by participation in a formal law enforcement-training program involving both classroom and practical instruction in subjects such as criminal law, evidence and investigation, patrol and traffic procedures, administration of justice, police/community relations and jail custody and operations. Incumbents must possess the ability to assimilate classroom instructions covering a wide variety of academic and technical subjects as well as physical skill and coordination to become proficient in firearm and weaponless defense techniques. The program is approved by the California Department of Corrections and the California Commission on Peace Officer Standards and Training (P.O.S.T.).

Essential Job Functions**Works in a Custody or Court Services Environment**

- Enforces/ensures compliance with Federal and State laws, local ordinances, and judicial compliance orders as necessary
- Guards, transports, and maintains the security and safety of sentenced and pre-sentenced inmates by enforcing detention policies and procedures
- Oversees the work of and instructs a group of inmates assigned to various operations, maintenance, or other rehabilitative activities
- Operates a computer terminal to obtain criminal history information including warrants, or other holds, and updates classification or housing information as necessary
- Secures prisoners and their property and monies as necessary in compliance with departmental policy and procedures including juvenile detention policy and regulations
- Performs various law enforcement duties during a local state of emergency

Drives a radio car patrolling areas to detect criminal activity, protect life and property, and preserve the peace

- Enforces federal and state laws, and local ordinances
- Pursues suspects on foot or in a vehicle
- Subdues resisting suspects utilizing necessary force, including firearms, to maintain law and order and ensure personal and other's safety
- Detains, arrests, books, and transports suspects

- Collects, preserves, and records evidence
- Maintains a log and writes arrest reports
- Makes traffic stops, issues warnings, and writes traffic citations
- Responds to emergency scenes and calls for service to provide assistance and maintain law and order
- Recovers lost or stolen property

Investigates emergent and non-emergent complaints of crimes and conducts follow-up investigations

- Interviews victims, witnesses, suspects, and informants
- Takes notes, and writes complaint and investigative reports
- Searches for, collects, records, and preserves evidence (including contraband)
- Appears in court to testify in legal proceedings
- Serves civil and criminal process papers

Requirements

SELECTION REQUIREMENTS

AGE: At the time of filing, applicants must be at least 19 ½ years of age and be at least 20 years of age at the time of appointment.

CITIZENSHIP: Applicants must be U.S. citizens **-OR-** permanent resident aliens who are eligible for **-AND-** have applied for citizenship.*

EDUCATION: Applicants must be high school graduates from an approved or accredited U.S. High School **-OR-** have passed the General Education Development (GED) Test indicating high school graduation. Education requirements are required by Government Code section 1031 (e).**

PHYSICAL REQUIREMENTS: Applicants must be in good general physical fitness and free from any medical conditions that would interfere with the satisfactory performance of the position of Deputy Sheriff Trainee.

VISION: Applicants' acuity must be at least 20/70 in each eye without correction, correctable to 20/30 in each eye. For color perception, anything other than minor color impairment will be a disqualifying condition.

HEARING: Applicants cannot have a 25 dB loss or greater in the better ear as averaged over the test frequencies of 500, 1000, 2000, and 3000 Hz. There cannot be a peak loss at any of the test frequencies greater than 30 dB at 500 Hz, 30 dB at 1000 Hz, 40 dB at 2000 Hz, or 40 dB at 3000 Hz. Applicants cannot have a 35 dB loss in the worst ear as averaged over the test frequencies, and no peak loss greater than 45 dB at any of the test frequencies. In the case of a questionable, unusual, or borderline hearing loss, the applicant's record may be reviewed by the Occupational Health Program's Service Consultant for final determination of qualifications.

Physical Class

IV – Arduous: Involves frequent heavy lifting over 25 pounds, often combined with bending, twisting, or working on irregular surfaces; and occasionally requires extraordinary physical activity.

Safety Position Requirements

Applicants must be in good general physical condition, free from any medical conditions that would interfere with the satisfactory performance of the position. Although there are no minimum or maximum height requirements, the height-weight relationship of each applicant must either (1) fall within the ranges in the following table or (2) if the applicant's height is not included on the table, be found to be acceptable after individual evaluation. Height measurements are made without shoes. Weight measurements are made without shoes and coat. Applicants whose height falls between any of the measurements shown on the table must meet the weight requirements of the lower height. Individuals who do not meet the standard shall have their body fat measured. Female candidates whose body fat is 33% or less may be qualified. Male candidates whose body fat is 22% or less may be qualified.

MALE HEIGHT WEIGHT

5ft. 0in. 110 lbs. to 143 lbs. 5ft. 10in. 144 lbs. to 185 lbs.
 5ft. 1in. 112 lbs. to 146 lbs. 5ft. 11in. 148 lbs. to 191 lbs.
 5ft. 2in. 115 lbs. to 149 lbs. 6ft. 00in. 152 lbs. to 197 lbs.
 5ft. 3in. 118 lbs. to 152 lbs. 6ft. 01in. 156 lbs. to 203 lbs.
 5ft. 4in. 121 lbs. to 155 lbs. 6ft. 02in. 160 lbs. to 209 lbs.
 5ft. 5in. 124 lbs. to 158 lbs. 6ft. 03in. 164 lbs. to 215 lbs.
 5ft. 6in. 128 lbs. to 163 lbs. 6ft. 04in. 168 lbs. to 221 lbs.
 5ft. 7in. 132 lbs. to 168 lbs. 6ft. 05in. 172 lbs. to 227 lbs.
 5ft. 8in. 136 lbs. to 173 lbs. 6ft. 06in. 176 lbs. to 233 lbs.

5ft. 9in. 140 lbs. to 179 lbs. 6ft. 07in. 180 lbs. to 239 lbs.

FEMALE HEIGHT WEIGHT

5ft. 0in. 095 lbs. to 129 lbs. 5ft. 10in. 131 lbs. to 180 lbs.
 5ft. 1in. 098 lbs. to 132 lbs. 5ft. 11in. 135 lbs. to 185 lbs.
 5ft. 2in. 101 lbs. to 135 lbs. 6ft. 00in. 139 lbs. to 192 lbs.
 5ft. 3in. 104 lbs. to 138 lbs. 6ft. 01in. 143 lbs. to 197 lbs.
 5ft. 4in. 107 lbs. to 144 lbs. 6ft. 02in. 147 lbs. to 204 lbs.
 5ft. 5in. 111 lbs. to 150 lbs. 6ft. 03in. 151 lbs. to 210 lbs.
 5ft. 6in. 115 lbs. to 156 lbs. 6ft. 04in. 155 lbs. to 216 lbs.
 5ft. 7in. 119 lbs. to 162 lbs. 6ft. 05in. 159 lbs. to 222 lbs.
 5ft. 8in. 123 lbs. to 168 lbs. 6ft. 06in. 163 lbs. to 228 lbs.
 5ft. 9in. 127 lbs. to 174 lbs. 6ft. 07in. 167 lbs. to 234 lbs.

**License(s)
Required**

A valid California Class "C" Driver License is required to perform job-related essential functions. California applicants must possess a current, non-expired California Class "C" driver license or higher **at the time of filing.*****

Out of state applicants must have a valid license from the state in which they reside at the time of filing. Out of state applicants will be required to obtain a California Class "C" or above driver license **at the time of hire.**

**Special
Requirement
Information**

APPOINTEES MUST BE WILLING TO:

- work any shift
- work overtime and consecutive shifts
- work on any day of the year
- work with people of any race or ethnic group
- work assignments with co-workers of the opposite sex
- work patrol or custody assignments
- work in any location within the County of Los Angeles
- injure and perhaps kill another person in defense of your life or the life of others
- have split or varied days off
- work assignments where there is risk of being injured in the performance or your duties
- deal with people who are hostile, irrational, emotionally distraught, or mentally ill
- deal with volatile or life threatening situations
- make appropriate split-second decisions in emergent, highly stressful situations
- work independently and as a partner or team member with a variety of individuals

CITIZENSHIP REQUIREMENTS CONTINUED

*For more information regarding citizenship requirements, please contact the U.S. Citizenship and Immigration Services (USCIS) at 1-800-375-5283 or visit their website at <http://www.uscis.gov>. Applicants will be required to submit a copy of their Citizenship diploma or paperwork showing they have applied for citizenship during the background process.

***Successful applicants for this position will be required to submit a copy of their California Driver License. License must not be suspended, restricted, or revoked. **AN APPLICANT WHOSE DRIVING RECORD SHOWS THREE OR MORE MOVING VIOLATIONS WITHIN THE LAST YEAR WILL NOT BE APPOINTED.**

ACADEMY TRAINING: The Sheriff's Academy training program is approved by the California Department of Corrections and the California Commission on P.O.S.T. It may take up to twenty-one (21) weeks to complete the academy, depending on the location. Classes are conducted Monday through Friday and some weekends and holidays. Academy days are generally eight and one half hours long and may be conducted in shifts. Recruits generally spend additional time outside of class preparing for class and studying for exams.

Recruits in the Sheriff's Academy will participate in classroom and scenario-based training which will include: the interpretation and application of laws, report

writing, radio operations, first aid and CPR, defensive tactics, handcuffing and searching techniques, use of the baton, the safe handling, care, and use of firearms, emergency vehicle operations, and Department regulations and laws regarding the use of force and firearms. Throughout the academy program, recruits will also participate in regular physical training. Knowledge, skill and task competence will be assessed. Academy success will be determined through multiple choice and true/false tests, role playing exercises, performance, physical ability, and work sample tests.

Accreditation Information

**Be a high school graduate, pass the General Education Development Test indicating high school graduation level, pass the California High School Proficiency Examination, or have attained a two-year, four-year, or advanced degree from an accredited college or university. The high school shall be either a United States public school, an accredited United States Department of Defense high school, or an accredited or approved public or nonpublic high school. Any accreditation or approval required by this paragraph 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 (NCPSA), 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).

Examination Content

Component 1: A Job Specific Questionnaire (JSQ) to ensure applicants meet the selection requirements, agree to the work conditions, and pass the pre-investigative background questionnaire. **Applicants who successfully complete and pass Component 1 will be eligible to proceed to the written test.**

Component 2: A written test covering vocabulary, reading comprehension, writing clarity, spelling, grammar, deductive and inductive reasoning, and data interpretation. The written test is weighted 100%.

The written test is not reviewable by applicants per Civil Service Rule 7.19. Applicants must pass all components of the examination to be placed on the eligible register. Applicants who fail the written test may retake the test once every twelve (12) months. For more information, see the Reapply Procedure section below.

All correspondence, including Notice of Results, will be sent by email.

If you fail to appear for a Law Enforcement Job Family (LEJF) written test administration, you will have to reapply for all LEJF positions for which you have submitted an employment application. You may only reapply for those positions that are currently open. If a position is suspended, you will have to wait until the bulletin reopens. The LEJF includes the following positions: Deputy Sheriff - Lateral, Deputy Sheriff Trainee – P.O.S.T. Trained (DST-POST), Deputy Sheriff Trainee (DST), Custody Assistant (CA), Security Officer (SO), and Security Assistant (SA).

REAPPLY PROCEDURE

Applicants who have participated in the examination process for any one of the LEJF examinations listed above, including DST examination #281, and **did not** achieve a passing score, must wait twelve (12) months after the date of any failed test component to reapply for any of the LEJF examinations. Reapplying continuously will override the existing application, which will cause a delay in the processing of the application. Applicants who reapply need to call the Sworn Examinations Unit at (323) 981-5800, two days after completing their application and JSQ to update their application status.

Applicants who fail the work conditions and/or the pre-investigative background questionnaire section(s) in the JSQ of this examination or failed under examination #281, may not reapply until twelve (12) months from the date of

the failed component or the date of the notice respectively.

SCORE TRANSFERS

Applicants who achieve a passing score within the last twelve (12) months under any of the LEJF examination bulletins will have their written test score automatically transferred to all LEJF positions for which they have applied. The written score for LEJF examination bulletins opened after August 4, 2014, is valid for eighteen (18) months from date of eligibility.

DISQUALIFICATION

Candidates who receive a letter of disqualification as a result of their background investigation:

- will not be allowed to reapply for a period of twelve (12) months from the date of the notice **AND**
- will be disqualified from all of the LEJF positions for which they have applied.

The above applies to candidates who were disqualified from examination #281 and previous LEJF examination bulletins.

TEST PREPARATION INFORMATION

There are web sites available that have sample or practice tests to help in the preparation of this examination. They are only guides and do not guarantee success in the examination. These sample tests are located at the following sites:

- The Los Angeles County Sheriff's Department website, <http://shq.lasdnews.net/content/uoa/PER/LawEnfmtJobFamilyStudyGuide.pdf>
- The Los Angeles County Department of Human Resources website, <http://dhrdcap.co.la.ca.us/olt/index.cfm?fuseaction=general.showPrintables>
- The Peace Officer Standards and Training (POST) Commission website, <http://lib.post.ca.gov/Publications/poWrittenPracticeTest.pdf>

Special Information**DUAL TRACK CAREER PATH**

The Dual Track Career Path program was developed by the Los Angeles County Sheriff's Department to enhance continuity, stability, and accountability in the Los Angeles County correctional system and Patrol related functions. The Dual Track will allow sworn personnel to select, remain, and promote within their career path of choice: Custody, Patrol, or both.

When applicants complete the Deputy Sheriff Trainee employment application, they will be asked to select their career path. Applicants' career path selection at this time is not binding. Upon graduation from the Sheriff's academy, new Deputies will be assigned to a Custody or Patrol assignment, depending on the needs of the Department. Once Deputies complete their probationary period they will be afforded the opportunity to re-evaluate their career path selection again.

Deputies who select a career path in Custody will remain in Custody Division until they elect to change their career path. Deputies who select a career path in Patrol and become patrol certified can transfer throughout the Department.

The hiring process, selection requirements, academy curriculum, and monthly entry-level salary will remain unchanged. Deputies who elect a career path in Patrol, become patrol certified, and complete the required number of years, will be eligible to receive additional pay.

LASD HIRING PROCESS

1. Job Specific Questionnaire (examination component 1)

2. Written test (examination component 2)
3. Validated Physical Ability Test (VPAT)
4. P.O.S.T. mandated structured interview and background investigation
5. Medical test and psychological evaluation

VALIDATED PHYSICAL ABILITY TEST (VPAT)

Candidates who successfully pass the written test will be placed on an eligible register and will be scheduled for the VPAT. The VPAT consists of pushups, a 75 yard run, arm endurance test, sit-ups, and 1.5 mile run. Candidates will also be given a Candidate Feedback Assessment which includes a handgun trigger pull and shotgun hold exercise. The Candidate Feedback Assessment is not scored. Candidates will be allowed three (3) opportunities to pass the VPAT within a twelve (12) month period. Only candidates who pass the VPAT will move to the background process. If candidates do not pass the VPAT after the third opportunity, they must wait twelve (12) months from the date of their third VPAT opportunity to reapply for this examination. For information regarding the VPAT process, please call (800) 233-7889.

BACKGROUND INVESTIGATION

The background process consists of a P.O.S.T. mandated structured interview, thorough background investigation, fingerprint search, and polygraph test. Examples of disqualifying factors discovered during this investigation include: any felony convictions, job related misdemeanor convictions, certain serious traffic convictions or patterns of traffic violations (3 or more moving violations within the last year), failure to appear, at fault accidents, suspended license, driving under the influence, poor credit or employment history, substance abuse, and on probation. For more information regarding the background investigation process, please call (323) 981-5860.

APPOINTMENT INFORMATION

Candidates who successfully complete the background investigation, and are selected for appointment, will be extended an offer of employment that is conditional upon the results of their medical examination, which includes a psychological evaluation.

Vacancy Information

The resulting eligible register will be used to fill vacancies in the Los Angeles County Sheriff's Department.

Eligibility Information

The names of applicants receiving a passing score on this examination shall be added to the eligible register without indication of relative standing in the examination. Successful candidates will remain on the register for a period of eighteen (18) months following the date of eligibility. All names on the register are eligible for appointment.

No person on the eligible register may compete for this examination more than once every eighteen (18) months.

Available Shift Application and Filing Information

Any

APPLICATIONS MUST BE FILED ONLINE ONLY

Fill out your application and Job Specific Questionnaire completely. Selection requirements such as citizenship, experience and driver license will be verified in the background process. The acceptance of your application depends on whether you have clearly shown that you meet the selection requirements.

All information is subject to verification and we may reject your application at any time during the selection process.

INSTRUCTIONS FOR FILING ONLINE

To apply for this examination, click on the tab above or below this bulletin that reads "**APPLY TO JOB**".

We must receive your application by 5:00 pm, PST, on the last day of filing. Job Specific Questionnaire must be completed and submitted within 30 days of filing your application.

Applicants who apply online must upload any required documents (only if required) as attachments during application submission. Applicants will be required to provide the required documents during the background process.

For reapply procedure, please view under the examination content section.

NOTE: The system is not accessible from mobile devices (e.g., cell phones, tablet computers, etc.) and is only compatible with Internet Explorer web browser.

ADDITIONAL INFORMATION REGARDING ONLINE FILING:

SOCIAL SECURITY NUMBER:

All applicants must enter a valid social security number at the time of filing. Entering anything other than a valid social security (i.e. 000-00-0000, 111-11-1111, etc.) will result in an automatic rejection of your application.

COMPUTER AND INTERNET ACCESS AT LIBRARIES:

For candidates who may not have regular access to a computer or the internet, applications and JSQs can be completed on computers at public libraries throughout Los Angeles County.

NO SHARING OF USER ID AND PASSWORD:

All applicants must file their application online using their own user ID and password. Using a family member or friend's user ID and password may erase a candidate's original application record.

County of Los
Angeles
Information

View details regarding Employment Eligibility Information, Social Security Act of 2004, Records of Convictions, Veterans Preference Credit, Los Angeles County Child Support Compliance Program, Americans with Disabilities Act of 1990 and the California Fair Employment and Housing Act by clicking on the link below:

[COUNTY OF LOS ANGELES BULLETIN INFORMATION](#)

OR

Visit <http://hr.lacounty.gov> to view the above information. Click on Job Info Center Tab, and then click on County of Los Angeles Bulletin Information link under some helpful links section.

Equal Employment Opportunity: It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, or disability.

All positions are open to qualified men and women pursuant to the Americans with Disabilities Act of 1990 and the California Fair Employment and Housing Act.

The County will make reasonable accommodations.

Department Contact Name	Sworn Examinations Unit
Department Contact Phone	(323) 981-5800
Department Contact Email	swornexamsentrylevel@lasd.org
ADA Coordinator Phone	(323) 981-5800
Teletype Phone	(323) 260-5291

California Relay Services Phone 800-735-2922

Alternate TTY Phone (323) 267-6669

Job Field Public Safety/Law Enforcement/Probation

Job Type Protective Services Workers

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