

RESOLUTION NO. 818

827

CALLING A DEPARTMENTAL PROMOTIONAL LIMITED EXAMINATION FOR AN ELIGIBLE LIST IN THE POLICE DEPARTMENT FOR THE POSITION OF POLICE SERGEANT IN THE CLASSIFIED SERVICE OF THE CITY OF SAN ANSELMO, AS PROVIDED FOR IN ORDINANCE NO. 244 OF THE CITY OF SAN ANSELMO.

* * * * *

WHEREAS, there is no list of qualified applicants for the position of Police Sergeant in the Classified Service of the City of San Anselmo, and

WHEREAS, public interest, convenience and necessity requires that such a list should be established,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of San Anselmo that a Departmental Promotional limited examination to create an eligible list for the position of Police Sergeant in the Classified Service of the City of San Anselmo shall be held in accordance with the following "Notice of Civil Service Examination".

Sheet entitled "NOTICE OF CIVIL SERVICE EXAMINATION" attached hereto and made a part thereof.

Anita Gannon
ANITA GANNON, CITY CLERK

I HEREBY CERTIFY that the foregoing Resolution was duly passed and adopted at a regular meeting of the San Anselmo City Council of the City of San Anselmo on the 18th day of August 1959, by the following vote:

AYES: COUNCILMEN *Little, Franchini, Smith*
NOES: COUNCILMEN *Boath*
ABSENT: COUNCILMEN *Martirelli*

Anita Gannon
ANITA GANNON, CITY CLERK

NOTICE OF CIVIL SERVICE EXAMINATION

NOTICE IS HEREBY GIVEN that the City of San Anselmo will conduct a Departmental Promotional limited examination to establish an eligible list for the position of Police Sergeant in the Police Department, in the Classified Service of the City of San Anselmo, as provided for in Ordinance No. 244 of the City of San Anselmo, as follows, to wit:

POLICE SERGEANT FULL-TIME
SALARY RANGE \$436 - \$530

QUALIFICATION REQUIREMENTS: The examination is open to any member of the San Anselmo Police Department who has had at least two years of experience as of the filing deadline, as a Police Officer, Patrolman, and/or Deputy Sheriff with a City Police Department or a County Sheriff's Office, and who has completed the probationary period with the City of San Anselmo at the time of the filing deadline.

DUTIES: Under direction, to have responsible charge of patrol and law enforcement operations on an assigned shift; and to do related work as required.

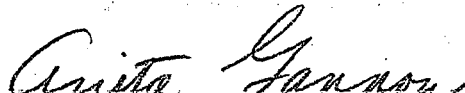
Supervises patrol and law enforcement activities during an assigned shift; directs and supervises subordinate personnel; makes investigations of complaints and crime reports to determine if crime has been committed; supervises and participates in the routine gathering of evidence, questioning of witnesses, apprehension of suspects; takes charge of collecting facts and evidence at the scene of crimes and traffic accidents; apprehends traffic violators, warns drivers, and issues citations; appears in court to present evidence and testimony; maintains contact with other law enforcement agencies; operates headquarters communication equipment to dispatch officers to scene of crime, accident, and disturbances; patrols section of town in a radio car, or by foot; gives information and directions to the public.

SAID EXAMINATION shall consist of the following parts and subjects, with the weight of each part or subject, if any, set forth as follows, to wit:

Part 1.	Seniority as per Rule VI, Section 4, of Civil Service Rules	10%
Part 2.	Efficiency as per Rule VI, Section 4, of Civil Service Rules	10%
Part 3.	A written test to determine fitness	40%
Part 4.	Oral examination and interview	40%
	Total Weight	100%

A passing grade of 70% is required in each part of the examination. The City Council shall determine whether or not raw scores in the written portion of the examination shall be adjusted.

Deadline for filing application Tuesday, August 25, 1959, 5 P.M.


Anita Gannon, City Clerk