

# POLICE CADET



**Open and Continuous  
Recruitment**

**A** Police Cadet is responsible for performing a variety of routine functions for the Jail, Records, Evidence, and Detective Divisions of the Police Department in conjunction with a formal training program designed for career development into the law enforcement field as a Police Officer. Requires 20 hours/week and must be available to work evenings, weekends, and holidays.



### **Education & Experience**

Graduation from high school or GED; **must be currently enrolled or within 3 months of employment enrolled in a minimum of 12 semester units in a course of study leading to a degree related to law enforcement from an accredited college**; must maintain at least a 2.0 G.P.A.; possess or have the ability to obtain a valid Class C California drivers license.

**THIS RECRUITMENT WILL CLOSE WHEN 100 APPLICATIONS ARE SUBMITTED OR January 20, 2012, at 6:00 pm - WHICHEVER COMES FIRST.**

## **T**he City of Covina

Located 25 miles east of Los Angeles, Covina was incorporated as a General Law City in 1901. Covina is home to just under 50,000 people within its 6.8 square miles. Covina is a well balanced community with a successful blend of residential, retail, service and light manufacturing uses. The assessed valuation is 3 billion. In addition to Covina's very high quality kindergarten through twelfth grade public school systems, you will find several nearby public and private four-year colleges including Cal Poly Pomona and the Claremont Colleges. City Hall is situated near our downtown Metrolink station, which is located along the San Bernardino to Los Angeles line. Downtown boasts a vibrant mix of uses including shopping, housing, entertainment, well known restaurants and coffee establishments and medical facilities.

## **Salary: \$9.90 - \$12.04/hour**

All applicants will be reviewed for relevant education, experience and other job related qualifications. Those candidates possessing the most desirable and suitable qualifications will be invited to appear for a written examination. Those candidates successful in the written examination will be invited to appear for a Qualifications Appraisal Panel to establish an eligibility list. The top three candidates will be invited to interview with the appointing authority for final consideration. A background investigation and medical examination including a drug screening will be performed prior to final hiring. Failure during any phase of the selection process constitutes failure of the entire process. A felony conviction will automatically disqualify an applicant from further consideration.

**To apply, download an application at [www.covinaca.gov](http://www.covinaca.gov), then submit it to the Covina Human Resources Office at 125 East College Street, Covina, by FAX to (626) 384—5590 or by email at [gmarquez@covinaca.gov](mailto:gmarquez@covinaca.gov)\* Please call (626) 384 - 5552 with any questions.**

**An Equal Opportunity Employer  
Women, Minorities, and Disabled  
Individuals are encouraged to apply.**