



City of  
Pacific

RECRUITMENT ANNOUNCEMENT

# POLICE SERGEANT

The City of Pacific is looking for an energetic, forward-looking candidate who wants to help lead the Pacific Police Department into the future. This is an exciting opportunity to enhance your career in a supportive community and make a large impact on our mission, vision, and values. The City does not have a vaccine mandate.

*The mission of the Pacific Police Department is to make the City of Pacific a safe place to live, work, and play.*

*Our vision is to be recognized as the standard of excellence in small-city policing.*

- *Internally, every employee will believe that the Pacific Police Department is a great place to work.*
- *Externally, our community will believe the department is a proactive, progressive, and professional organization committed to making our city a safe place to live, work, and play.*

*We value positive attitude, excellence and quality in all we do, accountability, clear direction, team work, and learning.*



Pacific Police Department

Craig Schwartz, Chief of Police  
100 3<sup>rd</sup> Avenue SE  
Pacific, WA 98047  
(253) 929-1130



## About the City of Pacific



### Statistics

- **Population:** 7,178
- **Median Age:** 33
- **Households:** 2,383
- **Average Calls for Service:** 8,060
- **2019 Department Budget:** \$2.05 million
- **12 Commissioned and 1.5 Support staff**



The City of Pacific is primarily in King County, Washington, with the southern end of the city in Pierce County. Its neighbors are the cities of Algona, Auburn, Sumner, Milton, and Edgewood. The City of Pacific was formed as an agricultural community in the mid-1800s and incorporated in 1909.

Pacific is managed with a Mayor-Council form of government. The council consists of seven members, and an elected Mayor, who serve four-year terms. The council is supported by a City Administrator reporting to and under the direction of the Mayor. The City Administrator is responsible for overseeing and coordinating all city departments, programs, and finances. The City has over 60 employees with a 2019 budget of over \$20 million.

## About the Department

The Department has 14 employees, 12 of which are commissioned officers to include the Chief of Police, a Lieutenant, and two Sergeants. Additionally, there is one full-time Police Specialist and a half-time Police Specialist.

There are 6 patrol officers, a traffic officer, and one detective. Pacific Police officers also participate on the Major Crimes Task Force with the Coalition of Small Police Agencies.

The Pacific Police Department's vision is to set the standard of excellence in small-city policing and be seen by our community as a professional, proactive, and progressive police department.

The Pacific Police Department is committed to develop and support a team of professionals who consistently seek and find innovative policing strategies to affirmatively promote, preserve, and deliver those quality services which enhance the security and safety in our community. To support this mission, we will work in strong partnership with the community, allied law enforcement agencies, and public safety stakeholders.



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## Salary:

- \$7,905 – \$8,722 Monthly

## Benefits:

- 12 Holidays
- Vacation, sick leave, comp time
- Medical, dental, vision insurance through AWC
- Take home car
- Education Premium: 4% for Bachelor's degree, 6% for Master's degree
- Longevity pay

## Licenses & Certificates:

- Peace Officer Certification
- Basic Law Enforcement Academy (or ability to complete equivalency academy for out of state candidates)
- Valid Washington State Driver's License

## Ability to:

- operations of a division of the Police Department
- Understand City Ordinances, Civil Service Regulations, Labor Agreements, and related laws and WAC
- Exercise authority in a positive manner for the maintenance of discipline and departmental objectives
- Instill confidence in and compliance with department rules, regulations, policies, procedures, and general orders
- Supervise and evaluate performance of subordinates and interpret evolutions for correcting deficiencies in a positive manner

## Education/Experience:

- At least four (4) years experience as a police officer or equivalent commissioned officer with a general authority law enforcement agency.
- High school diploma/GED; completion of relevant college course work is desirable.



## ABOUT THE POSITION

The Police Sergeants provide first-line supervision to police field, investigative, and training operations; and personally perform investigative, field, and administrative duties. This is a full-time, Fair Labor Standards Act overtime non-exempt position requiring extensive skill and experience in communication, management, judgement, and law enforcement practices.

## FUNCTION

This is a management position within the Police Department with first-line supervisory responsibilities. The Sergeant performs the full range of duties of a Police Officer and is responsible for the supervision of personnel and the administrative duties for an assigned unit, section, and/or team including the coordination of equipment, staffing, and management of the section budget.

Sergeants assist in planning, staff supervision, and public relations. Incumbents work within well-established policies and procedures and exercise considerable independent judgement in the operation of their assigned area. Police Sergeants, from time to time, rotate positions. Sergeants have on-call responsibilities. This position is non-exempt from department overtime under the Fair Labor Standards Act, and the position is covered by civil service regulation.



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# Application Process

To Apply for this position, please submit:

- A **resume** (three-page maximum).
- Your **responses to the supplemental questions** below (one-page maximum, per question).
- A City of Pacific employment application.

You must submit your packet (electronic packets preferred) to:

Attention: Laurie Cassell

Pacific Police Lieutenant's Application Materials

Mailing address:

100 3<sup>rd</sup> Ave SE

Pacific, WA 98391

Email: [lcassell@pacificwa.gov](mailto:lcassell@pacificwa.gov)

**This recruitment will be open until the position is filled.**

**Applicants will be notified of testing date**

## Supplemental Questions

To Apply for this position, please submit:

1. Please explain why you want to be the City of Pacific's next Sergeant. Provide examples of how you possess the knowledge, skills, and abilities that uniquely qualify you for this position.
2. The Pacific Police Department is in a period of cultural transition under new leadership. Provide examples of how you possess the knowledge, skill, and ability to help lead the development and growth of the Police Department. Provide an example of your experience with leadership, training, and holding peers and subordinates accountable.



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