

BACKGROUND

The Cordova Police Department is a state accredited police department of excellence in the City of Cordova. We are a small department comprising 5 sworn officers (including 1 Sergeant,) 1 Chief of Police, 5 Communications/Dispatch staff and 1 Admin staff position. CPD fosters a close-knit working environment, and offers numerous benefits to its employees. What sets our department apart from the rest, is the community in which we reside.

The City of Cordova is located within Prince William Sound in South Central, Alaska with a year-round population of 2,500 residents which then swells to 6,000 residents during the summer Commercial Fishing season. The town sits off the Gulf of Alaska and at the base of the Chugach Mountains. The mountains continue into a vast sea of continuous peaks stretching north towards further wonder and adventure.

Our small town has a plethora of rich resources and wonderful activities that sit quite literally at our fingertips out your backdoor. From our rich salmon fishing to our vast populations of wildlife; to our berries and plants, and endless hiking, hunting, skiing and other winter activity options, Cordova provides countless outdoor recreation and subsistence opportunities throughout the year for families and outdoor enthusiasts alike.

The community is perfect for families due to its safe environment, ample family friendly activities, high academic ranking, and small class sizes in both schools. Notably, our high school achieved the state's top ranking last year. Cordova is known for our sense of community and a rich quality of life, strengthened by our numerous festivals, art scene, church communities, and cultural events. We have a state of the art facility that houses our library and museum, as well as a community pool, gym and weight room. This is truly a wonderful place to live and work and we hope you will join us in continuing to keep this great community safe and preserve it for the future.

**** If you are interested in joining the Cordova Police Department, [please apply today](mailto:humanresources@cityofcordova.net)****
humanresources@cityofcordova.net OR chayden@cordovapdak.gov - 1-907-424-6100

The City of Cordova is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, protected veteran status, or disability status.

BENEFITS

Cordova PD Pay Scale and Benefits include:

- Starting Salary \$73,600 (\$33.70/hr.)-\$86,093 (\$39.42/hr.)
- Top Pay for Officer position \$41.57 hourly-DOE (\$90,788)
- **\$5000.00** Bonus for Certified Officers
- **Up to \$5000.00** relocation expenses
- Salary incentives for lateral entry, shift differential, Specialty unit pay (K9.)
- Health, Vision, and Dental plan
- State of Alaska Public Employee Retirement System (PERS) Tier IV Defined Benefit
- Section 457 (tax deferred) supplemental investment plans
- IBEW Union - Collective Bargaining Unit
- Workout facilities
- Starting 12 days a year of paid time off
- Presentation of Badge and Duty gun upon retirement
- All equipment is provided at no cost to employees
- Outer vest carriers permitted. Beards and tattoos? No problem.
- Permanently assigned Take home vehicle
- **Apply Today!** <https://www.cityofcordova.net/public-safety-officer/>

QUALIFICATIONS

Police Officers hired with our department must meet eligibility requirements:

- Must be at least 21 years of age
- A citizen of the United States of America
- Minimum of High School Diploma or GED equivalent
- Valid Alaska Driver's License (Class D) or the ability to procure one within 90 days.
- No felony or misdemeanor convictions
- Must successfully pass psychological evaluation and background check.
- May not use or possess illegal substances, including marijuana, while employed with the City of Cordova unless for specific investigative purposes
- Must Complete an Alaska Police Standards Council F3 Form and submit with application.

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EDUCATION AND EXPERIENCE

- High School graduate or possession of GED equivalent.
- Current police certification is preferred but not required. If not already certified, ability to successfully complete approved training academy and obtain APSC Basic Certification within 12 months.
- Valid State of Alaska driver's license.
- Ability to pass background check and meet physical demands of position.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to understand the principles and practices of police work, and to understand and enforce laws and Municipal ordinances.
- Ability to analytically and objectively observe situations and to report and record them clearly and completely.
- Ability to establish and maintain effective working relationships with associates and the public.
- Ability to meet the minimum standards for employment as a Police Officer established by Alaska Statute 13 AAC 85.040 – 13 AAC 85.237 and meet background and personal history standards as established by the Alaska Police Standards Council Form F-3 Personal History

WORK ENVIRONMENT & PHYSICAL REQUIREMENTS

- **Work Environment: 2-3-2 Rotating Schedule-12hr Shifts** 15% inside a building; 85% outside in temperatures ranging from 0 degrees Fahrenheit to 70 degrees Fahrenheit (Seasonal Dependent) which includes driving in vehicle and foot patrols.
- **Physical Requirements:** The essential functions of the job require; sitting approximately five (5) hours, standing approximately four (4) hours, and walking approximately three (3) hours during a 12-hour shift. The job also requires frequent: bending/stooping, grasping, reaching, and lifting/carrying objects weighing up to 15 pounds, with occasional: fine manipulation, pulling/pushing, and repetitive motion. On rare occasions the work requires: climbing, crawling, kneeling, and lifting/carrying objects weighing 15 pounds or more.
- **Sensory Requirements:** Hearing: Ability to hear alarm signals, radio transmissions, understand what others are saying in normal conversation, and detect specific noises or voices during group conversations. Speaking: Ability to communicate orally with others in person, via radio and telephone transmissions,

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and during formal presentations to groups. Seeing: Ability to operate a vehicle, read fine print and normal print, and observe numbers, license plates, and street signs at night.

- **Driving Requirements:** Requires frequent driving and possession of a valid Alaska Class D Driver's License and appropriate endorsements.
- **Technology:** The work requires ability to operate telephones, smart phones, tablets, photocopiers, printers, desktop and/or laptop computers, calculators, video recording devices, and all associated software.
- **Tools:** The work requires proficiency with standard police tools.

IMPORTANT INFORMATION:

- **Yes - DRUG TESTING** (Pre-Employment/Post vehicle accident/PC)
- **Yes - CJIS SECURITY CLEARANCE:** As mandated by APSIN (Alaska Public Safety Information Network) and the Cordova Police Department, this position may be subject to additional security clearances due to access to the police department facility or police department's electronic data.

HIRING PROCESS

Elements of the Selection Process:

1. Review of applications for selection of individuals to be interviewed
2. Schedule those applicants selected to be interviewed
3. Selected applicants will interview with a panel via ZOOM or TEAMS
4. Selected applicants who pass the interview will move on in the hiring process
5. Conducting of criminal background check
6. Schedule psychological examination for selected top applicants
7. Schedule physicals for top applicants
8. Verification APSC Form F-3 Personal History Statement
9. Schedule the applicant to report to sign in at Cordova Police Department/Human Resources on the first day of work

Duration of The Process:

The expected duration of the interview selection process for filling the position should take approximately three (3) to four (4) weeks or longer, depending on the size of the applicant pool. Out of state applicants are considered for an expedited interview process. However, this does not include the duration of the background check process.

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