



DEPARTMENT NOTICE

22-120

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Position Opening: Part-time Graffiti Abatement Officer

The Investigations Bureau is accepting applications for a part-time Graffiti Abatement Officer.

There is 1 position available.

Duties include but are not limited to:

- Investigating Graffiti cases with photographic and video evidence linking Graffiti tags to a suspect's identity
- Communicate with various Investigative Units regarding graffiti cases, including providing a suspect's information based on tag identification
- Collaborating with other law enforcement agencies (e.g., JJC, DPW, DPT, District Attorney's Office)
- Briefing District Attorneys regarding Graffiti cases
- Retrieving booked property for investigative purposes (e.g., photos, videotapes)
- Testifying in court on Graffiti related cases as the Department's Graffiti expert
- Developing and maintaining partnerships with community groups
- Coordinating court-imposed work assignments and clean-up projects for juvenile offenders
- Transporting juveniles and monitoring them during Graffiti clean-up projects
- Attending community and other meetings to address Graffiti concerns

Work Schedule:

The part-time Graffiti Abatement Officer will work the following:

- This will be a part-time assignment on an as needed basis.
- Members must be willing to work flexible hours

Minimum Qualifications:

- Hold the rank of Officer.
- Must have completed probation as an Officer with SFPD.
- Must have minimum 3 years of sworn law enforcement experience as an Officer

*Minimum qualifications must be met by the application deadline unless otherwise stated.

Additional desirable qualifications include but are not limited to the following:

- A positive personnel history including supervisory recommendations, performance evaluations, CBOR record, Internal Affairs disciplinary record, EEO history, DPA complaints, and lawsuit history.
- Must be self-motivated and possess leadership skills

- Strong administrative, investigative, and organizational skills
- Ability and desire to work with juveniles and their parents
- Experience with Microsoft Office applications (Word, Excel, and PowerPoint)
- Ability to manage Graffiti investigative files
- Must be proficient in interviewing and report writing
- Ability to collaborate with other city agencies and the media
- Familiarity with open-source internet social media sites and the ability to read Graffiti preferred but not required
- Ability to effectively communicate with superior officers on a daily basis

Selection Procedures:

Step 1: Deadline

- **The application deadline will be Thursday, January 19, 2023.**

Step 2: How to apply

- Email Application (blank application attached): to SFPDHR@sfgov.org
 - Subject: Graffiti Abatement
- Once your application is received, you will receive a confirmation email within 5 business days.

Note:

- Resumes are optional and may include work experience, education, POST coursework, awards, special skills, and references.
- Applicants who previously applied for positions within this unit and who were not selected shall re-apply if still interested in the positions.

Step 3: Selection Process

- The selection process will consist of the following:
 1. A review of submitted applications and resumes (if included) to ensure all applicants meet the minimum requirements.
 2. Candidates who meet the minimum qualifications will be invited to participate in an oral interview.

Please email SFPDHR@sfgov.org with any questions. Once a candidate is selected, the process is complete. If additional positions in the unit become available, a new notice will be issued.

Applicants for this assignment must be able to perform the essential job functions of a sworn member with or without reasonable accommodation. Members should contact the Department's Americans with Disabilities Act Coordinator, Penny Si, at 415-837-7221 with any questions

regarding the essential job functions of a sworn member as they relate to reasonable accommodations.



WILLIAM SCOTT
Chief of Police

Per DN 20-150, all sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be made to sfpd.writtendirectives@sfgov.org, who will provide additional information about the directive.