



# DEPARTMENT NOTICE

22-021  
02/28/22

## **Position Opening: MTA/Muni TSA K9 Unit Sergeant**

The Special Operations Bureau/ Muni Division seeks qualified applicants within the rank of Sergeant to serve in the MTA/Muni K9 Unit as a Canine Handler/Supervisor. The Muni TSA K9 Sergeant selected will be assigned to the Muni Division and will be responsible for supervising the unit's training and operations.

No prior experience as a K9 handler is required or necessary.

There is one position available.

**If you would like to learn more or to ask any questions, please feel free to contact:**

Lieutenant Hector Jusino  
Phone: 415-671-9057  
Email: [hector.jusino@sfgov.org](mailto:hector.jusino@sfgov.org)

### **Job Description:**

The applicant selected will be issued a specialized single-purpose explosive detection canine and provided with related training. Additionally, the Sergeant selected will be required to attend and successfully complete a **12–16 week** TSA Explosives Detection Canine Handler Course at Lackland Air Force Base in San Antonio, Texas. In this rigorous course, new handlers are paired with a K9 through the TSA's puppy program and will be taught various searching techniques to locate and identify a wide range of dangerous explosive materials that may present a threat to transportation systems, aircraft, vehicles, and structures quickly and effectively.

### **Duties include but are not limited to:**

- First-Line Supervision of Muni K9 Officers
- Patrolling property and vehicles owned by the SFMTA
- Other related missions at the discretion of the Department include working with members of local, state, and federal agencies and assisting SFPD EOD and Patrol Division in explosive detection.
- Due to specific skills and training associated with the position, the Sergeant selected for this position may be expected to perform other related missions at the discretion of the Department or the TSA.

### **Work schedule:**

The MTA/Muni Sergeant K9 Handler will work:

- Day shift: 4/10 schedule

- The selected member may be required to work a flexible schedule at the Department's discretion.
- The selected candidate must be willing to work on-call, work some weekends, overtime, and extended hours if necessary.
- The selected candidate must be willing to change their hours on short notice, based on the needs of the Department, and be able to respond on after-hour call outs to assist in explosive detection.
- The selected candidate must be able to provide adequate response time to San Francisco within 45 minutes. (Per the TSA/MTA/SFPD contract page 24 Section I. Subsection 1.)

**Minimum Qualifications:**

**Experience:**

- Hold the rank of Sergeant, Inspector, or Assistant Inspector for a minimum of three years
- Must have completed probation as a Sergeant, Inspector, or Assistant Inspector
- The selected candidate must pass initial home inspection and follow up inspections as required:
  - a. The member must be able to provide the necessary logistical needs of a canine handler, which include a residence that is suitable for the proper care and safety of an explosive detection canine.
  - b. Must live in a location with a fenced or gated yard (6' minimum height) large enough to support an outdoor kennel.

**Training:**

- The selected candidate must be willing to attend and must successfully complete a **12-16 week TSA Handlers course at Lackland Air Force Base, San Antonio, Texas.**
- The selected candidate is also required to successfully complete annual recertification with the TSA to demonstrate proficiency in detecting explosive materials. Failure to successfully recertify can lead to reassignment of a new canine or dismissal from the program as determined by the TSA.

**Note:**

- The selected candidates must meet and agree to the above minimum qualifications.
- Members of the Muni/MTA K9 Unit are subject to the rules and regulations of the TSA while working in the program in addition to the rules and regulations of the San Francisco Police Department.

**Desirable Qualifications include:**

- A positive personnel history including supervisory recommendations, performance evaluations, CBOR record, Internal Affairs disciplinary record, EEO history, DPA complaints, and lawsuit history.

## **Selection Procedures:**

### **Step 1: Deadline**

- **The application deadline is 3/15/22.**

### **Step 2: How to apply**

- Email Application (blank application attached): to [SFPDHR@sfgov.org](mailto:SFPDHR@sfgov.org)
- Subject: K9 SGT

Once your application is received, you will receive a confirmation email within one business day.

#### 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:
  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](mailto: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](mailto:sfpd.writtendirectives@sfgov.org) who will provide additional information about the directive.*

# Special Operations Bureau—MTA/Muni TSA K9 Unit Sergeant Application

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Date: \_\_\_\_\_

Name: \_\_\_\_\_ Rank: \_\_\_\_\_ Star#: \_\_\_\_\_  
Last First MI

**Contact Information:**

Cellphone \_\_\_\_\_ email \_\_\_\_\_

**Current Schedule & Days off:**

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**Previous Law Enforcement Experience:**

Dept/Agency(s) \_\_\_\_\_

Position/rank \_\_\_\_\_ Yrs. \_\_\_\_\_ Months \_\_\_\_\_

**Dates of Appointment (previous Dept/ Agency):**

Start Date \_\_\_\_\_ End Date \_\_\_\_\_ Yrs. \_\_\_\_\_ Months \_\_\_\_\_

**Date of Appointment (SFPD):**

Officer Start Date \_\_\_\_\_ End Date \_\_\_\_\_ Yrs. \_\_\_\_\_ Months \_\_\_\_\_

Sergeant Start Date \_\_\_\_\_ End Date \_\_\_\_\_ Yrs. \_\_\_\_\_ Months \_\_\_\_\_

Probation End Date \_\_\_\_\_

Current Assignment: \_\_\_\_\_ Start Date \_\_\_\_\_ Yrs. \_\_\_\_\_ Months \_\_\_\_\_

Supervisor: \_\_\_\_\_ Commanding Officer: \_\_\_\_\_



**Special Operations Bureau –MTA/Muni TSA K9 Unit Sergeant Application**

**Reason for requesting assignment to the position:**

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**IF NECESSARY, PLEASE ATTACH ADDITIONAL SHEETS TO ANSWER THE ABOVE QUESTIONS**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_