



DEPARTMENT NOTICE

22-104

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Position Opening: SFPD / US Marshal Full Time Task Force Sergeant

The Investigations Bureau is currently accepting applications for a member of the San Francisco Police Department to apply for a full-time Task Force Officer position with the United States Marshals Regional Fugitive Task Force. The Task Force Officer will report directly to the Officer in Charge of the Special Investigation Division Unit. The Task Force Officer is a liaison between the SFPD and US Marshals Office while providing administrative, operational, and investigative assistance.

The member selected for this assignment will be dually sworn as a Special Deputy US Marshal Task Force Officer and will retain their SFPD rank/title.

There is 1 position available.

Duties include but are not limited to:

- Coordinating investigations and fugitive recovery between the US Marshals Office and the SFPD.
- Communicate both verbally and in writing with government officials, members of the Police Department, the Police Commission, other law enforcement agencies, and numerous other entities.
- Receive and transmit confidential criminal and administrative information.

Work Schedule:

The Sergeant will work:

- Day shift (8 hours) Monday - Friday
Or
- Day Shift (10 hours) Monday -Thursday

Members may be required to adjust their schedules based on the needs of the Task Force and must be willing to change their hours on short notice based on the needs of the Department and/or the US Marshals Regional Fugitive Task Force and be able to respond on after-hour call outs.

Minimum Qualifications:

- Hold the rank of Sergeant, Inspector, or Assistant Inspector.
- Must have completed probation as a Sergeant, Inspector, or Assistant Inspector.
- Must have a minimum of 2 years of experience as a Sergeant or Inspector.

Additional desirable qualifications include but are not limited to:

- A positive personnel history including supervisory recommendations, performance evaluations, CBOR record, Internal Affairs disciplinary record, EEO history, DPA complaints, and lawsuit history.
- Strong writing, spelling, grammar, and analytical skills.
- Proficient in the use of common office technology.
- Experience in criminal case investigation (preferably from Night Investigations, Gangs, Homicide, General Work, Robbery, etc.).
- Ability to deal tactfully and effectively with personnel at all levels as well as other government agencies.
- Ability to perform effectively in a confidential and challenging work setting.
- Strong work ethic.

Selection Procedures:

Step 1: Deadline

- **The application deadline will be Wednesday November 23, 2022.**

Step 2: How to apply

- Email Application (blank application attached): to [REDACTED]
Subject: **US Marshal**. 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:
 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 [REDACTED] 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.