



CALIFORNIA STATE ASSEMBLY JOB LISTINGS

Office: Sergeant-at-Arms

Classification: Assistant Sergeant-at-Arms (Peace Officer)

Posted: September 25, 2023

Location: Hollister, CA

Duties and Responsibilities:

Under the direction of a Protective Services Supervisor, an Assistant Sergeant-at-Arms provides dignitary protection for Assemblymembers, and facility protection and response to the California State Capitol, the Assembly Chamber, Legislative offices, committee hearings, and special events throughout the state.

In addition to her/his law enforcement and protection responsibilities, an Assistant Sergeant-at-Arms ensures decorum, rules, protocol, customs and practices of the Assembly are maintained at all times. She/he also functions as a liaison between the public, staff, lobbyists, Members of the Legislature, and other law enforcement agencies.

This is a sworn peace officer position, and the carrying of a Department issued firearm is required. Must be available to travel by air, motor vehicle, and by other means to accomplish assigned duties. Must be available to work extended hours as necessary when legislative functions dictate, investigations, interview witnesses, collect evidence, and testify in court as required.

This is a Retired Annuitant position. Must be available to work rotating shifts and extended hours. May be required to travel statewide, or outside the state as necessary on short notice.

Requirements:

- High School Diploma or GED
- Proof of U.S. Citizenship
- Valid California driver's license and valid U.S. Passport
- Favorable DMV driver history
- Satisfactory completion of oral interview
- Successful completion of a physical and psychological examination
- Successful completion of POST background investigation
- POST Basic Certificate

Highly desired:

- A superior commitment to customer service
- Previous experience working in a political environment

Conditions: This is an hourly, at-will position.

Contact: Send cover letter, resume, and a completed and signed Assembly Employment Application by Email as a scanned PDF document to Karen Gutierrez, [at Karen.Gutierrez@asm.ca.gov](mailto:Karen.Gutierrez@asm.ca.gov)