BOARD OF POLICE COMMISSIONERS
“AS-NEEDED”
EMPLOYMENT OPPORTUNITY
HEARING EXAMINER FOR BOARD OF RIGHTS
AND ADMINISTRATIVE APPEAL HEARINGS

**SALARY:**
Hearing Examiners will receive $900 for a full day hearing, $450 for a half-day hearing, and $900 per final report.

**RESPONSIBILITIES:**
On an as needed basis, a Hearing Examiner participates as a member of a tribunal that conducts quasi-judicial administrative hearings on police officer disciplinary matters. A Hearing Examiner participating on a Board of Rights makes findings of fact based on sworn testimony and evidentiary submissions, and may recommend to the Chief of police that a sworn member of the Police Department be suspended, demoted, or removed. Additionally, a Hearing Examiner presides as the sole member of an Administrative Appeal process and makes findings of fact and recommendations to the Chief of Police.

**MINIMUM QUALIFICATIONS:**
The minimum requirements to serve as a Hearing Examiner shall include the following:

1. Shall not have a criminal record or a sustained allegation of misconduct related to the applicant’s employment or profession that would impact his or her ability to act impartially as a Board of Rights panel member or conduct an Administrative Appeal Hearing;
2. Should have a record of responsible community service;
3. Preferably a resident of the City of Los Angeles;
4. Shall not presently be employed as a peace officer. If a former peace officer, at least five years separation from their last employing agency, and prohibited from being selected as a civilian panel member for a period of two years after the effective date of the ordinance which is June 13, 2019;
5. Should have at least two years experience in human resources, personnel relations, labor relations, or personnel matter related to recommending, administrating, adjudicating or reviewing the administration of discipline.

**HOW TO APPLY:** Interested candidates should submit a resume, application, and cover letter to:

Maria Silva, Board Secretary  
Office of the Board of Police Commissioners  
100 West First Street, Room 134  
Los Angeles, California 90012  
Email: N3403@lapd.online  
Telephone No. (213) 236-1400  
Fax: (213) 236-1410

Applications are available at [http://www.lapdonline.org/police_commission](http://www.lapdonline.org/police_commission) and may also be obtained by contacting the Police Commission offices.

This position is exempt from the civil service provisions of the City Charter

(Revised June 5, 2019)