



Appointment Type: Permanent
Working Time: Full Time
Reference Code: *18419*
Opening Date: 08/07/2009
Closing Date: 01/01/9999

Liquor Enforcement Officer 2

\$42,588 - \$55,836 Annually (Range 52)

Agency Information

This posting may be used to fill vacancies throughout the state.

The Enforcement and Education Division is headquartered in Olympia and has four regional offices in Seattle, Spokane, Tacoma and Everett. There are seven additional offices throughout the state. We are continuously in search of dedicated, qualified individuals to join our team. We work with approximately 13,000 liquor licensees and their employees by providing education and counseling on liquor licensing laws and regulations. Liquor Enforcement Officers inspect premises, investigate complaints, and conduct compliance checks. At times they may take administrative and criminal action against licensees, employees, and the public who violate state liquor laws.

The mission of the Enforcement and Education division is to protect and serve the public by ensuring legal acquisition and responsible use of alcohol and tobacco. The division's personnel carry out their duties with the highest standards of personal and professional ethics based on honesty, integrity and trust. Every individual who comes in contact with a division employee is to be treated with the highest level of courtesy and respect.

The state of Washington, designated a "liquor control state", regulates the manufacture, wholesale and retail distribution of liquor, wine, and beer. The WSLCB, established in 1933, has a dual mission of generating revenue and protecting public safety, ensuring the responsible sale, and preventing the misuse of, alcohol and tobacco. Today, we employ about 1,350 full and part-time employees statewide. For more detailed please visit: www.liq.wa.gov.

Duties

Enforces State liquor and tobacco laws and regulations through citations, arrests, and administrative actions applicable to retailers, non-retailers, liquor and tobacco employees, and underage violators within an assigned geographic area. The area may include about 300 retail liquor licensees and 250 or more tobacco retailers. Acts independently and exercises broad discretionary authority in criminal and administrative law enforcement. Initiates investigations of violations of Title 66 RCW, Title 70.155 RCW and Title 82 RCW. Investigates complaints from citizens and police and coordinates investigations with other criminal justice agencies. Makes misdemeanor arrests, issues notices of infraction, files administrative actions, and testifies in court or at hearings. Coordinates liquor investigators, minor operatives and undercover assignments. May participate in vehicles stops and felony arrests for tobacco tax enforcement.

Qualifications

Desired:

> One year of experience as a Liquor Enforcement Officer 1 and successful completion of the Liquor Control Board Field

Requisition Title: 1950 Liquor Enforcement Officer 2 *18419*

Training Officer Program and successful completion of the Criminal Justice Training Commission Basic Law Enforcement Academy or its equivalent

OR

> Two years of college level course work and two years of experience as a governmental criminal investigator or regulatory agency commissioned with powers of arrest that includes successful certification of the Criminal Justice Training Commission Basic Law Enforcement Academy or its equivalent

OR

> One year of experience as a full-time peace officer after achieving the successful certification of the Basic Law Enforcement Academy or its equivalent

OR

> Experience as a governmental criminal investigator or regulatory agency commissioned with powers to arrest will substitute year for year for education plus successful certification of the Basic Law Enforcement Academy or its equivalent

CONDITIONS OF EMPLOYMENT:

- > Must be 21 years old and possess and maintain a valid Washington State Driver's License upon appointment
- > Must be a citizen of the United States of America at the time of application entry
- > Background investigations, including a polygraph test and psychological testing. These are required due to the nature and security requirements of the job. Applicants will be required to complete a background questionnaire and fingerprint cards and sign an authorization to release information prior to being interviewed. Applicants will not have access to any background investigative materials and files. Background investigations are part of the pre-employment selection process and are not a commitment to employment
- > Untruthful responses or excessive prior drug possession WILL disqualify you from further consideration
- > "Possession" is defined as control, touching, uses of in any fashion, holding, selling, or trafficking (transportation for sale) any illegal (non-prescribed) drug. Possession as part of Law Enforcement duties, such as transportation and confiscation, will not disqualify and is not considered illegal possession
- > No possession of marijuana/hashish within the last 3 years. No possession of other illegal drugs within the last 10 years
- > No possession of marijuana/hashish over 15 times, regardless of the time frame. No possession within the last 5 years
- > No injection of amphetamines or methamphetamines
- > No possession of hallucinogenic drugs (LSD, PCP, hallucinogenic mushrooms, etc.) over 3 times. No possession within the last 10 years
- > No possession of non-prescribed opiates or narcotics (heroin, morphine, etc.)
- > No possession of cocaine over 3 times. No possession within the last 10 years
- > No possession of non-prescribed drugs after submitting an application with ANY law enforcement agency within the last 5 years. (The type of agency and circumstances of possession will be considered on a case-by-case basis.)
- > No possession of non-prescribed drugs while employed or after having been employed by a law enforcement agency, regardless of the time frame. (The type of agency and circumstances of possession will be considered on a case-by-case basis.)
- > No possession of anabolic steroids within the last two years

Requisition Title: 1950 Liquor Enforcement Officer 2 *18419*

ANY OF THE FOLLOWING ACTIVITIES WILL RESULT IN THE REJECTION OF YOUR APPLICATION:

- > Any attempt at deception or falsification, either written or spoken, regarding any matter during any phase of this selection process
- > Any Felony or Domestic Violence convictions
- > Unfavorable work history involving any of the following areas: Poor Performance; Poor Attendance; A number of Disciplinary actions with cause; or Insubordination
- > An inability to relate to, communicate with, and/or get along with others
- > Resignation from any position in order to avoid dismissal for cause
- > Termination from another law enforcement agency for cause
- > Extensive moving traffic violations

Special Notes

The WSLCB offers a solid benefits package that includes a state retirement plan, optional deferred compensation, 11 paid holidays, paid vacation and sick leave, and a full array of health, dental, life and long-term disability insurance coverage.

Officers with bilingual skills are paid basic salary plus 5 percent. If you can speak, read, and write fluently in another language, please indicate so in your profile or resume.

Applicant evaluations will begin immediately. This position is open until filled and it is in the best interest of the applicant to submit materials as soon as possible. The hiring authority reserves the right and may exercise the option to make a hiring decision at any time. Applicant evaluations will be ongoing.

How to apply:

Please provide a current resume that includes employment history and education, and a letter of interest explaining how you meet the required and desired qualifications of this announcement (two pages or less). In www.careers.wa.gov you may either attach an existing resume and letter of interest in Word or PDF format to your application in the "Attachments" tab, or you may fill out your "Work Experience", "Education", and "Cover Letter" tabs in your profile.

Go to www.careers.wa.gov and log onto your job-seekers start page, if you are a state employee you will log onto Employee Self Service to access My Careers. "Apply Directly" using the last five digits of the reference code, *18419* include the *'s. You must complete the entire Application. An easy way to navigate an application is to scroll to the right of the page and use the arrows in the upper right hand corner to go to additional tabs or the small file folder located to the far right of the right and left arrows, (drop down box). Remember to click on "Save" at the bottom of each page to ensure your entries are saved. Keep your email address and other contact information current.

If you have questions regarding how to operate within the State's E-Recruiting system, please contact Department of Personnel's helpdesk at 1-877-664-1960. For information and inquiries about this position, email wslcbjobs@liq.wa.gov.

Other Information

1. As a condition of employment, the candidate accepting this position will be required to comply with the Union Security clause contained in the Collective Bargaining Agreement between the State of Washington and the Washington Public Employees Association. This means that, as a condition of employment the candidate must either join the union and pay union dues, or pay the union a representational or other fee within 30 days of the date you are put into pay status.
2. Prior to any new appointment into the WSLCB, a background check will be conducted.

Requisition Title: 1950 Liquor Enforcement Officer 2 *18419*

3. All employees of the WSLCB must comply with agency policy #214; Employment of Relatives and Non-Fraternization, which states in part: The WSLCB will not hire or continue the employment of an individual in a particular position if this action would place the individual in a position of supervising or being supervised by a family member or relative. The WSLCB prohibits the hiring or supervising of an individual that a manager has a previous or current romantic or intimate personal relationship or affiliation with, and thus will have a conflict of interest.

4. All employees of the WSLCB must comply with RCW 66.08.080 which states: no employee of the board shall have any interest, directly or indirectly, in the manufacture of liquor or any liquor sold under this title, or derive any profit or remuneration from the sale of liquor, other than the salary or wages payable to him in respect of his office or position and shall receive no gratuity from any person in connection with such business.

5. The Washington State Liquor Control Board is an equal opportunity employer. Women, racial and ethnic minorities, persons with disabilities, persons over 40 years of age, and disabled and Vietnam Era Veterans are encouraged to apply. Persons with disabilities, who need assistance with the application process, may call 360-664-4512. TDD/TTY (800) 855-2880