

POSITION TITLE: POLICE OFFICER (Re-Ad)

ANNOUNCEMENT NO: 2003-043

OPENING DATE: JUNE 19, 2003

CLOSING DATE: OPEN UNTIL FILLED

LOCATION OF POSITION:

WHITE MOUNTAIN APACHE RESERVATION (VARIOUS LOCATIONS).

STATEMENT OF JOB:

ENFORCE FEDERAL STATE AND TRIBAL LAWS; PROTECT LIFE AND PROPERTY.

EMPLOYMENT STATUS: REGULAR / FULL TIME

SUPERVISION RECEIVED: PATROL SERGEANT

SUPERVISION EXERCISED: NONE

SPECIAL REQUIREMENTS FOR THE POSITON:

Must pass Polygraph, Drug Screen, Written exam and physical ability test. No Felony convictions.

MAJOR DUTIES AND RESPONSIBILITIES:

1. Issues traffic citations; answers call for assistance and complaints regarding felonies, misdemeanors fires and automobile accidents.
2. Interviews persons with complaints and inquires and make proper dispositions of directs them to proper authorities.
3. At crime scenes administers first aid, conducts, preliminary investigations, gathers evidence, location witness and makes arrests.
4. Conducts accident investigations, providing first aid for injured persons and establishing Safeguard against further accidents.

5. Examines vehicles, roadways, obstructions and wreckage's.
6. Interviews principal witness and take written statements.
7. Gives court testimony in cases involving alleged crimes and accidents.
8. Prepares daily investigations and accidents reports.

QUALIFICATION REQUIREMENTS / DEMONSTRATED KNOWLEDGE, SKILLS, ABILITIES / SPECIAL REQUIREMENTS:

1. Must have a High School diploma or GED Certificate.
2. Must possess a current Arizona Driver's License.
3. Preferred one (1) year experience in related area or field of interest.
4. Preferred to have the knowledge and use of the following equipment/machinery: Radar, Intoxilyzer.
5. Preferred to speak and understand both the ENGLISH and APACHE Language.
6. Preferred to be certified Police Officer or must become certified within one year of Hire Date.
7. Must be certified by the Arizona Police Officer Standard Training (P.O.S.T.) OR be able to certified. Applicants must pass both written and physical fitness examination before selection. Choose applicant is subject to a complete background investigation.
8. Must successful complete Police Academy Training Courses and obtain a Firearms Certificate.

SPECIAL REQUIREMENTS:

Must comply with all "Alcohol / Drug Free Workplace Policy" requirement adopted by the White Mountain Apache Tribe.

HOW TO APPLY:

The following information must be submitted by 4:00 p.m. on or before the closing date to the: WHITE MOUNTAIN APACHE TRIBE, Division of Human Resources, Personnel Department, P.O. Box 700, Whiteriver, Arizona 85941.

- 1) APPLICATION FOR EMPLOYMENT OR CURRENT RESUME.
- 2) A COPY OF HIGH SCHOOL DIPLOMA OR G.E.D. CERTIFICATE.
- 3) THREE (3) REFERENCE LETTERS.