

JOB DESCRIPTION

Position Title	Patrol Officer (3 positions)	2021.032
Department	Tribal Police Department	
Compensation	DOE + Overtime with full-time benefits	

Summary of Duties and Responsibilities

As a Coeur d'Alene Tribal Police Officer on the Coeur d'Alene Reservation, subject to the criminal jurisdiction of the United States and the Coeur d'Alene Tribe involving Indians and/or Indian property, performs the full normal range of police/patrol duties recognized as requiring fully developed police knowledge and skill, requiring independent judgment and immediate decision making skills.

- Maintains law and order by providing a presence in the community through regular patrol within an assigned area, investigating suspicious situations and taking action as appropriate.
- Performs such assignments as working radar on busy highways, participating in night surveillance, participating in traffic and crowd control activities at pow-wows, religious ceremonies, and community events.
- Uses a breath-analyzer to determine degree of intoxication of drivers.
- Responds to calls that require resolving major and minor problems ranging from minor disturbances, domestic violence situations, felony crimes under Tribal and Federal statutes and civil infraction offenses.
- Where serious crimes or personal injury traffic accidents are involved, determines necessary action, notifies appropriate authorities, safeguards scenes, identifies and obtains information from witnesses and develops preliminary investigative leads and protects and preserves physical evidence.
- Makes arrests in cases of crimes personally witnessed.

Minimum Qualifications

- Must support the Coeur d'Alene Tribe's: vision, mission, and core values per CdA Resolution 015(2020)
- Must have received full COVID19 vaccination at time of application – attach vaccination card.
- COVID19 booster is required according to the timeline established by the CDC – attach vaccination card.
- Comply with all other Health policies established by the Tribe or department, including the annual flu shot.
- Currently holding a valid patrol POST Certification
- Pass a written test

- Pass a POST Physical Agility Test
- Pass POST Physical Requirements
- Pass a Poly Graph
- Must support the Coeur d'Alene Tribe's: vision, mission, and core values
- COVID19 vaccination required – attached vaccination proof/card
- Minimum 21 yrs of age
- High school diploma or GED
- No felony arrest
- No misdemeanor convictions in the past (3) three years
- Good communication skills
- Ability to write reports and keep statistical data
- Valid state driver's license at time of application and during employment
- Ability to work a flexible schedule (multiple shifts) and call out responses

A character investigation will be conducted on all applicants selected for employment. The investigation will include a criminal background check as well as evidence of the candidate's loyalty to the Coeur d'Alene Tribal Constitution and By-Laws and the Constitution and Government of the United States of America. The candidate's honesty, integrity and general character will also be taken into consideration.

An applicant may be asked to participate in an interview to establish whether he/she meets the minimum qualifications. Interviews do not create a right to employment and provide no promise or guarantee of employment with the Tribe.

The Coeur d'Alene Tribe reserves the right to hire according to its Indian Preference Policy. Applicants are subject to a pre-employment drug test and at-random testing following employment. Positions with the Coeur d'Alene Tribe are subject to a 6-month orientation period.

To apply, **submit a 1) Tribal Police Application and General Tribal Application packet, 2) resume, 3) proof of COVID vaccination, and 4) sign position description no later than 4:00 pm on the closing date to:** Human Resources Department, P.O. Box 408, Plummer, ID 83851. For more information, visit our website at www.cdatribe-nsn.gov

Sign below stating you have read the above job description and fully understand the qualifications, duties and responsibilities required of this position. Return this job description with the application and your resume.

Applicant Signature

Date