

1915 McCulloch Blvd N #106, Lake Havasu City, AZ 86403  
**CHEMEHUEVI INDIAN TRIBE**  
**P. O. Box 1976**  
**Havasu Lake, CA 92363**  
**Tribal Employment Rights Office (TERO): Phone (760) 858-5100**  
**tero@cit-nsn.gov**

**INDIAN PREFERENCE POLICY:** Preference in filling vacancies is given to qualified Indian candidates in accordance with the Indian Preference Act of 1934 (Title 25, USC, Section 472).

TERO 01/30/17

### **Tribal Security/Conservation Officer**

**STATUS:** Permanent/**Full time**/Non-Exempt 32 hours per week  
**DEPARTMENT:** Conservation  
**REPORTS TO:** Conservation Officer  
**SALARY:** \$13.00/per hour  
**CLOSES:** **March 24, 2017**

#### **Summary**

Under the general supervision of the Tribal Conservation Officer the incumbent shall ensure that the Housing area is safe, clean and healthful for the tenants to live. Shall patrol Tribal properties and assets as directed. While patrolling, the incumbent will record sightings of wildlife throughout the patrol area. A regular work day will be from 8:00 p.m. to 4:00 a.m. the following morning.

#### **Duties and Responsibilities:**

- Incumbent shall patrol the Tribal Housing area and Tribal offices ensuring that all is secure, and will patrol Tribal properties and assets as directed.
- Shall observe and report any criminal, illegal or suspicious activity to the proper authorities.
- Shall document and report sightings of injured and dead animals including nuisance animals.
- Prepare concise written reports on activities or problem areas.
- Report all time, mileage, including explanation of activities while on duty and maintain files.
- Document Housing Policy violations where applicable and uphold the Chemehuevi Conservation Code.
- Refrain from direct confrontation regarding serious situations unless unable to do so, protect self at all times.
- Maintain and be responsible for the security vehicle as well as other equipment issued.
- Maintain professionalism at all times and perform duties in a manner that reflects well upon self, the Tribe, Housing Authority, and Conservation Department.
- Observe the precepts of truth, accuracy and discretion without allowing personal feeling, prejudices, and animosities of friendships to influence your judgment.
- Able to work with little or no supervision.
- Able to travel for training.
- Other duties as assigned.

#### **Qualifications:**

- Required: Valid Driver's license and tribally insurable (no infractions).
- Provide a current Driver License Infraction report from the State DMV.
- Must be able to lift 75 lbs.
- High school graduate or GED.
- Experience in Security, Conservation, and Environmental Field preferred.
- Good written and verbal communications skills.
- Pass a pre-employment drug test, and background check and agree to random drug testing.