



Job Position: Tribal Police Officer	Status: Full-Time
Division: Police Department	Salary: Depending on Experience
Posting Date: April 5, 2022	Closing Date: April 20, 2022

Job Description

Summary:

The Police Officer is responsible for maintaining law and order on the Tunica Biloxi Tribe reservation and within the business entities by ensuring the safety of the tribal community and upholding federal and tribal laws while protecting the Tunica Biloxi Tribal sovereignty.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Protect and serve the citizens of the reservation, employees and guests of the Tunica Biloxi Tribe business entities by patrolling designated areas to ensure order.
- Prevent the commission of crimes, and enforce traffic and other laws and ordinances; protect real and personal property by providing physical security checks of the Tribe's residences, and business.
- Respond to calls for protection of life and property, complaints including automobile accidents, traffic hazards, misdemeanor and felony incidents and related incidents
- Conduct investigation of complaints and take appropriate action using sound judgement under adverse conditions.
- Serve search, arrest warrants and subpoenas; apprehend and arrest offenders of crimes, transport subjects to the local law enforcement agency for booking and mitigate potentially hostile situations.
- Responsible for completing investigations, preparing reports, and forwarding reports to Federal, Tribal, or State prosecutors.
- Officers testify in tribal, federal, and state courts, if subpoenaed.
- Assist with traffic detail for local and Tribe events to minimize the risk of traffic congestion and vehicle accidents



- Provide security detail for armored car transports for the Tribe's business entities.
- Coordinate with local law enforcement agencies relating to the apprehension of offenders and the investigation of offences.
- Initiate and complete investigative reports and case information, including reports on activities, arrests and incidents
- Testify in courts and at hearings; prepare and present case evidence and respond to mandatory court calls during irregular hours.
- Enforcing the Tunica-Biloxi Criminal Code Laws on all Native American reservation property
- Enforcing the Federal and State Criminal Code on all Non-native Americans on reservation Property

Competency:

To perform the job successfully, an individual should demonstrate the following competencies:

- Must possess knowledge of methods and procedures of law enforcement
- Understand, interpret, apply, enforce and make decisions in accordance with applicable federal, state, and local policies, laws and regulations
- Effectively use and qualify with law enforcement tools and weapons including firearms, defensive tactics and other safety equipment.
- Gather, analyze, evaluate and use facts and evidence

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience:

- Must possess a high school diploma or GED; Two years' experience and training in law enforcement.



Certificates and Licenses:

- Louisiana Peace Officer Standards and Training Council (POST certification)
- Louisiana POST requirements for firearm certification.
- Must possess a valid State Driver's license
- Candidates must successfully pass a criminal background check.

Supervisory Responsibilities:

This job has no supervisory responsibilities.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position requires walking, standing, bending, and sitting for long periods of time. The employee must be able to lift up to 30 pounds unassisted. Candidates must have good eye and hand coordination.

The above statements are intended to describe the general nature and level of the work being performed by people assigned to this work. This is not an exhaustive list of all duties and responsibilities associated with it. The Tunica Biloxi Tribe of Louisiana reserves the right to amend and change responsibilities to meet business and organizational needs.

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PREFERENCE WILL BE GIVEN TO QUALIFIED NATIVE AMERICAN INDIANS.

Proof of tribal citizenship is required to be deemed preference eligible.

Disclaimer:

The job description/s has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of



employees assigned to this job. This document does not create an employment contract, implied or otherwise; employment in this job is an “at-will” employment relationship.

Selection Process:

All Tunica-Biloxi Tribal positions are competitive. All employment applications and supportive employment material will be evaluated based on the relevance of the applicant's qualifications and experience as it applies to this position. Applicants demonstrating the minimum qualifications and experience most relevant to this position will be considered qualified and be eligible for an interview.

Complete tribal employment applications and resumes will be accepted until the closing date of the posting. Applications and resumes received after the closing date will not be considered for the position.

REQUIRED EMPLOYMENT APPLICATION PACKET MATERIAL:

- **Tribal employment application** that is complete and provides all information requested; or
- **Cover letter** explaining your qualifications and experience relevant to the functions of this position; and
- **Personal resume** identifying your qualifications and experience relevant to the functions of this position.

Qualified Native Americans will be given preference in employment as required by the Indian Self-Determination and Education Assistance Act (25 U.S. 450, ET. Seq) including other relevant laws. In accordance with Title VII of the 1984 Civil Rights Act, Sections 701(b) and 703(1), preference in filling all vacancies may be given to qualified American Indian candidates. In other than the proceeding situations, the Tunica-Biloxi Tribe is an Equal Opportunity Employer (EOE). Tribal and/or Indian preference applicable in accordance with Title XX of the Tribal Code of the Tunica-Biloxi Tribe of Louisiana.

SUBJECT TO TRIBAL DRUG FREE WORKPLACE TESTING POLICIES

To apply for this position, interested candidates must submit their completed application, or cover letter and resume on or before the closing date to:

Tunica-Biloxi Tribe of Louisiana
Attn: Human Resources
P.O. Box 1589
Marksville, La. 71351
HR@tunica.org

