



CHOCTAW LAW ENFORCEMENT

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MISSISSIPPI BAND OF CHOCTAW INDIANS

125 RIVER RIDGE CIRCLE • P. O. BOX 6010

CHOCTAW, MS 39350

JOB ANNOUNCEMENT #331089

Position Title: Police Officer (5 POSITION)
Salary: Pay Grade 9
Supervisor: Captain, Department of Public Safety
Type of Employment: Regular, Full-Time, Non-Exempt
Opening Dates: **MAY 31, 2023** **MAY 31 2023**
Closing Dates: **JUNE 14, 2023 OR UNTIL FILLED**
Job Location: Choctaw Reservation

SCOPE OF SERVICE AND EFFECT:

The Police Officer is responsible for the maintenance of law and order in an assigned area within the jurisdiction of the Mississippi Band of Choctaw Indians.

RESPONSIBILITIES:

1. To investigate, apprehend, arrest, and detain all persons charged with violations of 18 USC 1153, 1164, and 1165 and the Choctaw Tribal Code, and any State statues which may be applicable within Indian Country in the State of Mississippi and Tennessee;
2. to facilitate the orderly flow of traffic and to investigate traffic accidents;
3. to patrol assigned area of responsibility in an effort to reduce and/or control the number of crimes committed;
4. to conduct initial investigations of crimes and to secure the crime scene and evidence;
5. to make arrests and transport prisoners to appropriate authorities for booking and formal charging;

6. to respond to all calls as quickly and safely as possible;
7. to serve Federal, State, and Tribal warrants, subpoenas, and other court papers;
8. to testify at trials and hearings in Federal, Tribal, or State courts as required
9. proactively interact within the community to prevent criminal activities.

Duties:

1. Obtaining and using search and arrest warrants;
2. preparing initial, supplemental, and final reports as require, in a clear, logical, concise, and impartial manner;
3. serve on protection assignments;
4. providing non-enforcement services to the public, including, but not limited to, providing crime prevention information and suggestions to the public;
5. making searches, conducting interviews, corroborating testimony, and preparing case reports;
6. other duties as assigned by the Director, Police Captain, and Sergeant.

WORK ENVIRONMENT:

The Police Offer may be required to reside within an assigned Choctaw Community, but is expected o provide service in any community or at any other location when assigned.

QUALIFICATIONS

The minimum qualifications for the position of Police Officer are:

1. Applicant must not be less than 21 years of age, not thirty-seven(37) years of age at the time of employment, in compliance with the BIA Police Academy regulations.
 2. Applicant may required to take a Placement Test (TABE) and pass prior to selection to employment
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3. Applicant must be in good physical/mental health, also applicant must pass a physical examination upon employment.
4. Applicant must be in conformity with the height/weight ratio as required by the BIA Standards.
5. Applicant must successfully withstand a personal background investigation to determine that he/she is of good moral character, and that se/she is honest, loyal, and above reproach.
6. Applicant must not have been convicted of a felony at any time or of a misdemeanor with the past three years.
7. Applicant must pass a firearm examination upon employment.
8. Applicant must have the ability to write reports in English in a clear, concise, and logical manner.
9. Applicant must have proficiency, or high potential of proficiency, in the use of firearms.
10. Applicant must have the ability to meet and deal with a wide range of persons in stressful situations.
11. Applicant must be a graduate of, or have the willingness and ability to graduate From within one year, the Basic Police Training Course at the Indian Police Academy (FLETC), Or a similar course substantially meeting or exceeding the level of training Provided by the Indian Police Academy Applicant must have at a minimum a high school diploma or GED, with some college Work preferred.

11. (B), also, applicant must complete and pass required BIA requirements to receive special federal commission credentials (SLEC, Cards) Failure to graduate or complete all requirements within one year of hire date, could result in termination .

12. Applicant should be fluent in the Choctaw and English languages,
 13. Preferential treatment will be extended to qualified Indian applicants.
 14. Applicants must possess reliable transportation, valid driver's license and insurance with a good driving record.
 15. Applicants must possess and maintain their own telephone.
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Interview Process

There will be three (3) phases for the interviewing process, which each applicant must participate and complete in order to be considered for employment. Each phase of the interview will be conducted at different intervals and will be explained in detail during the oral interview.

1. Oral Interview
2. Physical Efficiency Battery Exam
3. Personnel Assessment Evaluation

PHYSICAL DEMANDS:

The incumbent must have considerable strength and agility to pursue suspects, to make and maintain arrest despite possible resistance, to move heavy objects which may present hazards, and to handle any emergency situations. Incumbent must be able to defend himself and others against physical attack.

The position involves high risk with exposure to potential dangerous situations, including attack with deadly weapons at unexpected times.

NOTE: The Administrative Personnel Policy & Procedures of the Mississippi Band of Choctaw Indians, Native American Preference, Section II (A), have been revised and approved, as follows:

Further bolstering this Native American preference to promote employment of MBCI members, it is the policy of MBCI to employ persons(s) who are not members of MBCI only when to qualified member of MBCI, who has applied for the position, can be trained up upgraded to fill a given job vacancy within a reasonable period of time at a reasonable cost, and then only when a Waiver of Native American Preference has been secured from the Committee on Human Resources, Training and Development on a case-by-case basis.

The authority to waive Native American Preference laws can only be exercised by the Committee on Human Resources, Training and Development. The Committee will exercise its discretion to do so only when a motion is made by a committee member to support such waiver and the committee determines by reviewing the facts and appropriate written documentation that a waiver is justified. A waiver to allow the employment of a person who is not a member of MBCI, or to employ a person who is Native American outside the order of preference set forth in this Policy, can be made by the Committee only for as long as the person who is granted the waiver remains in the position for which the waiver was granted. That waiver does not apply to other openings which the person who is granted the waiver may request a promotion or transfer for or apply for. The Committee only has the right to approve or disapprove a waiver that has been requested by Executive Branch supervisors, and has no right to direct, demand, or coerce any executive Branch supervisor or personnel that any specific applicant other than the one for which waiver is sought, be employed. Supervisors who do not follow the Native American Preference Policy are subject to disciplinary action up to termination.

IF INTERESTED, SEND APPLICATION TO:

Mississippi Band of Choctaw Indians
Human Resources
P.O. Box 6033, Choctaw Branch
Choctaw, MS 39350