THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	DNR05820138	DATE POSTED:	10/15/20
POSITION NO:	244260	CLOSING DATE:	10/28/20
POSITION TITLE:	Ranger Sergeant		
DEPARTMENT NAME / WORKSITE:	DNR / Parks and Recreation Department / Window Rock, AZ		

WORK DAYS:	VARIES	REGULAR FULL TIME:	☑		GRADE/STEP:	BC64
WORK HOURS:	VARIES	PART TIME:	☐	NO. OF HRS./WK.:	$ 42,473.60	PER ANNUM
SENSITIVE	☑	SEASONAL:	☐	DURATION :	$ 20.42	PER HOUR
NON-SENSITIVE	☐	TEMPORARY:	☐			

DUTIES AND RESPONSIBILITIES:

Supervise the department Enforcement Program with Parks and Recreation under the general oversight of the Chief Ranger, Department Issues citations for violations of Navajo Nation Code 14, 17 and Park regulations and policies. Conducts field investigations and initiates appropriate enforcement concerning violations of Navajo Nation, state and/or federal law, rules, regulations, policies and procedures regarding livestock, forestry, environmental, land, water, hunting, fishing, boating and antiquities; determines validity of alleged offense; collects and secures evidence; takes testimony, identifies witnesses, takes statements and other items necessary for subsequent investigation and potential court activity, patrol areas of scenic, natural recreation, archaeological and of scientific importance.

Provides assistance and services to visitors; provide educational information on natural and environmental resources protection, crime presentation and community awareness; perform and/or oversees the application of various natural resource regulatory services involving such environmental, cultural laws and regulations, mineral exploration and development and right-of-way; assist other law enforcement agencies and Navajo Nation departments as requested; assists in search and rescue; maintains daily log of activities; prepares required reports; attend meetings and trainings.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A high school diploma/GED; and three (3) years of responsible experience as a ranger, military or civilian law enforcement officer or closely related responsibilities, one (1) year of which must have been in a supervisory and/or management capacity; or an equivalent combination of education and experience.

Special Requirements:

- A favorable background investigation.
- Possess a valid state driver's license
- Must have completed an approved Basic Law Enforcement Training Program.
- Undergo an annual physical examination.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

Knowledge of Navajo Nation and applicable state and federal statutes, rules, Administrative Orders, policies and procedures, governing natural resources and protection; basic management, administration, supervision, budgeting, accounting/bookkeeping , record keeping, records and file management; Skills in evaluating a situation, making effective decisions under pressure and taking appropriate action; skills in working cooperatively and courteously but firmly with the public, local community and outside entities; ability to supervise, assign and evaluate performance of other workers

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.