

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: _____

DATE POSTED: _____

POSITION NO: _____

CLOSING DATE: _____

POSITION TITLE: Police Recruit

DEPARTMENT NAME / WORKSITE: DPS/ Navajo Police Department, Navajo Nation Wide

WORK DAYS: Split-Shifts REGULAR FULL TIME: GRADE/STEP: AK63G

WORK HOURS: Split-Shifts PART TIME: NO. OF HRS./WK.: _____ \$ 46,030.40 PER ANNUM

SENSITIVE SEASONAL: DURATION : _____ \$ 22.13 PER HOUR

NON-SENSITIVE TEMPORARY: _____

DUTIES AND RESPONSIBILITIES:

Attend Navajo Police Academy, will participate in classroom instructions and on-the-job training in law enforcement methods, police rules and policies, the use of firearms/weapons, rules of evidence, first aid, rescue operations, traffic directions and control; learns investigative techniques and techniques for preparation of written reports; reads and studies instructional or informational material in order to achieve working knowledge; prepares for and takes written and physical test to prove knowledge and skill levels; receives field training from certified Field Training Officer (FTO) utilizing and applying knowledge from classroom work; receives evaluations from FTO to track progress; obtains certification upon meeting established minimum standards and passing required examinations. While in training capacity, will pass the physical fitness standard as set forth by the Bureau of Indian Affairs (BIA) for police. Work requires walking, running, lifting and climbing.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A high school diploma or GED.

Special Requirements:

- A favorable background investigation.
- Possess a valid state driver's license.
- United States citizenship.
- Peace Officer Standards and Training (POST) certification requires a person to have reached age twenty-one (21) by the completion of training, must have no felony convictions; no dishonorable or bad conduct military discharge.
- Successful completion of a physical examination, physical agility, psychological testing and drug screening; must be in compliance with the Federal Domestic Violence Act.

(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 the Navajo culture and tradition.

Skill in analytical, objective observance of situations and quick decision making.

Skill in managing situations firmly, courteously, tactfully and impartially.

Skill in recording information accurately and completely.

Ability to meet the physical demands of law enforcement work.

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