



QUECHAN INDIAN TRIBE
Ft. Yuma Indian Reservation
HUMAN RESOURCES DEPARTMENT
P.O. Box 1899 • Yuma, Arizona 85366-1899
Phone (928) 977-2727
Fax (760) 572-2961

POSITION DESCRIPTION

Position: Police Officer (6)

Salary: \$26.97 - \$32.81 Non-exempt

Opening: Monday, September 29, 2025

Closing: Monday, October 13, 2025

SUMMARY:

The incumbent of this position is responsible for the enforcement of tribal, federal, state, and local laws and the protection of life and property. Incumbent enforces an assortment of laws, regulations, and ordinances relative to criminal, traffic, civil and natural resources. The incumbent is required to provide first aid, CPR and prepare reports, citations, statistical data, and the logs; appear in court, conduct investigations, make arrests, and patrols within the boundaries of the Quechan Indian Reservation and off reservation sites. Duties and responsibilities are performed under the direct supervision of the chief of police and their designee.

DUTIES AND RESPONSIBILITIES:

- Enforces federal, state, and tribal laws, codes, and ordinances.
- Responds to service calls from citizens regarding accidents, criminal, or civil acts, or need for assistance.
- Primary responder to all 911 emergency public safety calls for service, including hazmat and biohazard.
- Patrols assigned areas to deter or detect and address criminal activity.
- Investigates collisions and prescribes enforcement action based on investigation and interviews with victims, witnesses, and participants.
- Conducts welfare checks on children, elders, and vulnerable adults.
- Conduct criminal investigations, including the gathering, and preservation of evidence, interrogation of suspects, or criminals and interviewing victims and witnesses.
- Educates students, parents, citizens, neighborhoods, and community groups on crime for prevention, bicycle, safety, safe driving, driving under the influence of drugs and alcohol, child and adult safety precautions, awareness of environment, dangerous situations, drugs, community resources, and support available to individuals and families.
- Develops and distributes educational and informational materials related to community outreach.
- Shall conduct the duties as bailiff as assigned.
- Maintains and prepares case reports, and daily logs of activities in assigned areas.
- Prepares cases for traffic, criminal, and civil court actions with prosecuting attorneys.

- Testifies in court to evidence, gathered and presented.
- Participates in specialized duties according to area of assignment.
- Drafts search warrants and conducts searches, as assigned.
- Detains, arrests, transports, and turns over suspects and criminals to jail or outside, investigating agencies.
- Serves orders of protection, injunctions against harassment orders, and arrest warrants.
- Gives presentations to a variety of audiences in schools, community organizations, and at special events.
- Resolves routine problems encountered in performance of work assignments and performs other related duties as assigned.
- Subject to on-call status.
- Mandated reporter for children and vulnerable adults.
- Other duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of federal, state, and tribal safety laws, statutes, rules, regulations, and guidelines.
- Knowledge of police methods and procedures, including patrol, crime prevention, traffic control, and investigation.
- Knowledge of techniques, and applications of self-defense, and proper use of force.
- Knowledge of operational characteristics of police equipment, vehicles, and tools, including firearms, chemical agents, batons, and other related paraphernalia.
- Knowledge of traditional cultural practice of the Quechan Indian Community.
- Ability to demonstrate cultural sensitivity of the Quechan Indian Tribe's cultural practices.
- Knowledge of arrest, evidence collection, search & seizure, and crime scene investigation laws, rules, guidelines, and methods.
- Knowledge of the geographical area.
- Knowledge of CPR and First Aid methods and procedures.
- Handle basic maintenance, basic building repairs, cleaning, and other janitorial work.
- Able to work safely with a variety of cleaning supplies.
- Must be able to lift 25 – 50 lbs. with or without assistance.
- Ability to perform duties within extreme temperature ranges.
- Skills in computer hardware, software, and peripherals to enter, retrieve, research, and manage databases.
- Skills in responding to and managing emergency calls for service and critical incidents.
- Skills and following established operational procedures, when chasing, arresting, and transporting, criminals and suspects.
- Ability to perform tasks in dynamic and stressful circumstances; includes ability to maintain control of emotions and actions, and to make rapid decisions and be respectful of individual rights.
- Ability to provide detailed testimony in a criminal prosecution in Tribal, federal, and state courts.
- Ability to establish and maintain effective working relationships.

- Ability to participate in mandatory training and meetings.
- Must maintain confidentiality.
- Ability to work independently and productively with minimal supervision.
- Ability to demonstrate, dependability and trustworthiness, and the ability to effectively communicate with a diverse population.
- Observe and respect Quechan traditional cultural practices.

MINIMUM QUALIFICATIONS:

- Be a United States citizen.
- Must have a high school diploma or GED equivalency.
- Must possess and maintain a valid Arizona driver license and acceptable five-year driving record.
- Must be 21 years of age or 21 years of age by the Academy graduation date.
- Must meet AZ P.O.S.T and the Quechan Indian Tribe's drug standards.
- Must have good moral character and personal integrity.
- Must be able to maintain confidentiality relative to all law-enforcement matters and sign a confidentiality agreement upon hire.
- Must successfully pass a comprehensive background investigation, including a polygraph, and meet the minimum Peace Officers Standards Training (P.O.S.T) standards for medical examinations and physical ability.
- Not have been convicted of or adjudged to have violated traffic regulations governing the movement of vehicles with a frequency within the past three years that indicates a disrespect for traffic laws or a disregard for the safety of others on the highway.

LICENSE AND CERTIFICATION REQUIREMENTS:

- Must obtain (if applicable) and maintain a Peace Officer Certification with AZ P.O.S.T. Additional technical training and certifications may be required.
- Current Arizona P.O.S.T. Certified officers will be given hiring preference upon verification of AZ P.O.S.T certification.
- Non-Certified applicants will start at the entry level salary.

PHYSICAL REQUIREMENTS:

Primary functions will require standing and sitting for prolonged periods of time. Occasionally stoop, bend, kneel, crouch, reach and twist. Occasionally climb and balance. Regularly push, pull, lift, operate office equipment, including use of computer keyboard and operate a vehicle to travel to various locations. Ability to operate and use specialized, law-enforcement tools and equipment, including guns and handcuffs.

WORKING ENVIRONMENT:

The employee is regularly exposed to outside weather conditions. occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, risk of electrical shock, potentially hostile environments, extensive public contact. Incumbents are

required to work various shifts, including evenings and weekends and many be required to travel outside of the reservation boundaries to attend meetings and or training.

BENEFITS AT A GLANCE:

- Medical, dental and vision to all full-time employees
- 401(K) retirement services
- 401(K) with a 3% company match upon meeting eligibility requirements
- Basic life insurance
- Supplemental life insurance
- Workers compensation
- AFLAC
- Paid sick leave
- Paid annual leave
- The Quechan Indian Tribe recognizes (16) holidays per year.
- Paid time off for bereavement leave and jury duty.
- Employee assistance programs
- Tuition reimbursement program up to \$1,000.00
- Allocated funding for non-certified applicants to attend Arizona P.O.S.T. Police academy.
- Uniform and Equipment provided.
- Training opportunities

FOR MORE INFORMATION AND TO APPLY:

Online application available at www.quechantribe.com or pick up at:

Quechan Indian Tribe

Human Resource Department

1888 San Pasqual School Road

Winterhaven, CA 92283

Telephone: (928)977-2727, Ext. 453

Fax: (760) 572-2961

Mailing Address:

P. O. Box 1899

Yuma, AZ 85366

(All resumes must be accompanied by a Tribal Application)

For further questions or to return an application electronically please e-mail us at

hrclerk@quechantribe.com

Preference in filling vacancies is given to qualified Indian Candidates in accordance with the Indian Preference Act (Title 25, U.S. Code, Sections 472 & 473). Applicants claiming Native American Preference must present valid evidence of Tribal Affiliation. In other than the above, the Quechan Tribe is an Equal Opportunity Employer. The Quechan Tribe adheres to the Drug-Free Workplace Act of 1988. Selected applicants **must** pass a pre-employment Alcohol/Drug screening and Background Check.