



COLORADO RIVER INDIAN TRIBES

Human Resources

26600 Mohave Road

Parker, Arizona 85344

Telephone (928) 669-1320 * Fax (928) 669-5263

VACANCY ANNOUNCEMENT

June 9, 2019

#21-19

Department: Law & Order

Position: Adult Male Detention Officer – 6 Positions (Non-Exempt)

Reports To: Detention Shift Supervisor

Salary: D.O.E.

Duties & Functions:

1. Maintain accurate inmate files, property bags, and most importantly keeps an accurate written daily log.
2. Fingerprints, photographs and books inmates into the out of the Colorado River Indian Tribes Detention Center and enters data into in-house computer.
3. Review all shift reports and daily log from previous shifts to advise on-coming shift of your shift details.
4. Controls inmate activity, coordinates inmate movement and transports inmates to scheduled appointments.
5. Greets and assists attorneys, probation officer, police officer etc., while in the facility.
6. Works cooperatively with Federal, State, County, City and Tribal Police, Court Agencies and provides appropriate services.
7. Investigate all incidents and internal, problems while on shift and take proper action.
8. Regulations are complied with by detention staff, patrol staff and inmates, and that each does not go beyond this area of responsibility without proper authorization.
9. Insure that all security procedures are properly executed.
10. Conduct irregular cell searches and necessary.
11. May be asked to assist patrol division to officiate at social function, special events, funerals or crime scenes.
12. Other duties may be assigned at the discretion of the discretion of the Supervisor or Chief of Police to fulfill the department's objectives or goals.
13. Follow established Tribal policies and those outlined in the Colorado River Indian Tribes Employee Handbook.

Required Skills and Abilities:

1. Correction Officer Certificate desired. If not Certified, **must attend an eight (8) week training within one (1) year of hire no exceptions.**



2. Must be able to maintain strict confidentiality in all activity, which occurs within the department of Law & Order.

Education & Experience Requirements:

1. High School Diploma or G.E.D.
2. Must possess a current valid driver's license throughout employment.
3. Must pass a written general aptitude test.

Physical Requirement:

1. Applicant must be twenty-one (21) years of age.
2. Must pass a background investigation.
3. Must successfully complete a drug screening test prior to appointment.
4. Physically able to perform duties assigned.
5. Occasionally work extended shifts as assigned, some weekends and holiday.
6. Must have a home phone.

For Employment Application visit: <http://crit-nsn.gov>

**Submit completed application to: CRIT Human Resource Department
26600 Mohave Road
Parker, Arizona 85344**

APPLY:

COLORADO RIVER PREFERENCE:

Under the Title VII of the Civil Rights Act Sections 701(b) and 703(i) explicitly exempts from coverage the preferential employment of Indian-by-Indian Tribes. Therefore, C.R.I.T. acknowledges and extends preferential treatment to enrolled C.R.I.T. members who qualify toward all employment opportunities otherwise; C.R.I.T. does not discriminate against employees or applicants based on race, color, sex, religion or national origin.

C.R.I.T. Offers

Health and Life Insurance, Paid Holidays, Sick and Annual Leave and Pension Plan. Pre-employment drug screening is required.

