



Cow Creek Government Office

Position Description

Position Title: Police Officer

Department: Police

Reports To: Police Chief

FLSA Designation: Non-exempt

POSITION PURPOSE:

The Police Officer is responsible for performing police activities as a sworn Officer. The Police Officer has the duty to protect life, property, and maintain public safety. The Police Officer deters crime by enforcing Tribal, State and Federal laws under the jurisdiction of the Cow Creek Tribal Police. The Police Officer will be required to work variable shifts.

ESSENTIAL FUNCTIONS:

- Prepares and disseminates reports and makes recommendations on actions to be taken.
- Investigates Tribal, State, and Federal crimes.
- Responds to calls for service which may include determining level of emergency or non-emergency, formulating tactics to be used in approaching and contacting individuals, and determining what actions need to be taken.
- Enforces tribal, state, and federal laws; cites and/or arrests individuals who have violated applicable laws.
- May train and mentor peers.
- Provides credible court testimonies.
- Investigates traffic offenses, vehicular collisions, and conducts emergency traffic control activities.
- Gathers criminal intelligence information and investigates narcotic activities and violations.
- Upholds the values of the organization and has a strong community policing orientation.
- Must have the ability to handle job stress and interact effectively with others in the workplace.
- Must be honest and truthful in all tasks and responsibilities.
- Demonstrates regular, reliable and punctual attendance.
- Ability to effectively communicate in all conditions.

QUALIFICATIONS:

- Graduation from high school and/or equivalent combination of education and experience.
- Must be 21 years of age with no felony convictions.
- Meets the Oregon Department of Public Safety Standards and Training (DPSST) physical and medical standards for certification as a police officer.

- Current technical/professional knowledge of complex principles, methods, standards and techniques associated with the scope of work of a recognized profession.
- Possession of licenses and/or certifications associated with the assignment such as basic police certificate (DPSST) obtained after successful completion of the police academy and field training preferred.
- Strong computer knowledge in Word and Outlook.
- Excellent knowledge of relevant laws, including Tribal, State, and Federal.
- Requires completion of a background investigation to the satisfaction of the employer.
- Current and valid Oregon Driver's License with the ability to qualify for the Drivers Program.