



## KIOWA TRIBE JOB OPPORTUNITY

The Kiowa Tribe, Carnegie, Oklahoma, is hiring immediately, complete a Kiowa Tribe Employment Application, available on-line at: [kiowatribe.org/careers](http://kiowatribe.org/careers)

<b>Job Opportunity:</b> KTJA-25-009	<b>Opens:</b> 08/28/24 <b>Closes:</b> OUF
<b>Position Title:</b> Assistant Chief of Police	
<b>Salary Rate:</b> \$30.00 - \$35.00/Non-Exempt	<b>Duty Location:</b> Carnegie, OK

### JOB SUMMARY

The Assistant Chief of Police will work under the supervision of the Chief of Police to assist in the direction of the Kiowa Tribe law enforcement program. Work will be performed with considerable independence from the structured patrol and investigations division and assist in the operational decisions for law enforcement services in "Indian Country" as outlined in Title 25 code of Federal Regulations, Title 25 code of Federal Regulations, Title 18 U.S.C., Tribal Statutes and Oklahoma State Statutes.

**Reports To:** Chief of Police

### HOW TO QUALIFY FOR THE JOB

**Educational Requirements:** High School diploma or equivalency required.

- Assist the Chief of Police in planning, administering and supervising operational activities.
- Maintains a continued review of departmental, administering and supervising operational activities.
- Reviews and investigates reports from 1<sup>st</sup> line supervisor and patrol officers.
- Represents the department in community policing activities and multi-departmental events.
- Knowledge in Highway safety, drug interdiction, K-9 patrol functions, and other National law enforcement activities.
- Supports day to day operations and emergency command operations and natural disasters.
- Ensures professional, effective and efficient uniformed operations.
- Other duties assigned.

### EMPLOYEE BENEFITS AVAILABLE

Leave Benefits, (15) Paid Holidays      Medical / Dental / Vision

\$25,000 Basic Life and \$25,000 AD&D insurance coverage at no cost to employee

401K with 3% employer contribution, per plan requirements

### WHAT ARE THE JOB REQUIREMENTS?

- Must possess a valid Oklahoma Driver's license.
- Must be insurable under the Kiowa Tribe Driving Policy.
- Must submit to and pass pre-employment background check.
- Must submit to and pass pre-employment.
- May require maintaining physical condition necessary for sitting, standing, or walking for prolonged periods of time.
- Work Schedule 24hrs/7day rotating schedule.

**SUBMIT TO:** [hr@kiowatribe.org](mailto:hr@kiowatribe.org) or

**DROP OFF AT:** 100 W. Kiowa Way, Carnegie, OK 73015 Phone: 580-654-6465

*Kiowa Tribe does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law. Kiowa Tribe is subject to applicable Indian Preference guidelines and reserves the right to apply and utilize Indian Preference in its hiring and employment activities.*