



## VACANT POSITION

The Hoopa Valley Tribe is accepting applications to fill the following vacant position:

### COMPLIANCE OFFICER

The Land Management Department is seeking applicants to fill the Regular F/T position; Salary: 18.27/hr.; 40 hr./week, Monday through Friday. This position enforces Titles 37 & 49 of the Hoopa Valley Tribe, and all other associated duties. Responds to calls and texts from Tribal Police, Dispatch, the TEPA Office in regard to violations of Titles 37 & 49, immediately after they are received. Patrols residential and rural areas, and arterial/mountainous roads of the Hoopa Valley Indian Reservation for violations. Issues citations involving violations, establishes and maintains a factual database of every violation for use in Tribal Court and to establish an inventory of contaminated sites, database entries will be made for citations, warnings and verbal contact with perpetrator. Assists Environmental Planner with presentations of violations of Titles 37 & 49 to the Tribal Court. This position requires work during various times of the day and may require some rotating shifts. Provides weekly written reports; cleans up small amounts of trash beside the road, or in scenic areas when all other avenues to identify the perpetrator have been exhausted.

**QUALIFICATIONS:** Must have a high school diploma or general education degree (GED); 1 year of experience in the environmental field of work, tribal police or emergency response; Knowledge of codes, laws, regulations and policies, enforcement techniques and judicial procedures that govern the Hoopa Valley Tribe; Ability to complete an accurate and thorough investigation, prepare factual reports and documentation; Must possess conflict management skills and have the ability to deal firmly, impartially and courteously with the public. Ability to walk long distances in adverse weather over rugged terrain. Computer literate. Must have a valid CDL and be insurable.

**DEADLINE: NOVEMBER 13, 2015.**

Submit applications to the Human Resources Department, Hoopa Valley Tribe, P.O. Box 218, Hoopa, CA 95546 or call (530) 625-9200 ext. 15. The Tribe's Alcohol and Drug Policy and TERO Ordinance apply.

