



# PECHANGA BAND OF INDIANS

*Pechanga Indian Reservation*

Post Office Box 1477 • Temecula, CA 92593  
Telephone (951) 770-6000 Fax (951) 695-1778

Tribal Chairman:  
Mark Macarro

Council Members:  
Raymond J. Basquez Jr.  
Louise Burke  
Catalina R. Chacon  
Marc Luker  
Joseph Murphy  
Michael A. Vasquez

Tribal Secretary:  
Nichole Vasquez-Sutter

Tribal Treasurer:  
Amy Minniear

## JOB DESCRIPTION

**POSITION:** Tribal Ranger  
**STATUS:** Non-Exempt  
**CLASSIFICATION:** Full-Time  
**DEPARTMENT:** Tribal Ranger Department  
**SUPERVISOR:** Corporal  
**POSITION CATEGORY:** C  
**RATE OF PAY:** DOE

### SUMMARY:

Under the general direction of a Ranger Sergeant, the Ranger is expected to perform public safety services, crime prevention duties, and provide appropriate emergency assistance for the Pechanga Indian Reservation and its residents, Government Facilities/staff, and the Band's business interests.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Rangers are first responders to any calls for service or on site observation requiring public safety intervention to keep the peace or prevent criminal activity and/or violations of Pechanga Tribal Ordinances from occurring.
- Rangers conduct investigations and write reports of alleged misconduct, criminal activity, traffic accidents, etc.
- Rangers enforce Tribal ordinances for Pechanga Band of Indians.
- Rangers respond to calls for medical aid to ensure the scene is safe for fire and paramedics arrival.
- Rangers staff various stationary posts, provide traffic/crowd control, conduct foot patrols of Government facilities and provide law enforcement services for special events sponsored by the Tribal Government and the Casino, when required.
- Rangers regularly conduct routine patrols throughout the Pechanga reservation, including governmental buildings, remote areas, and other properties owned by the Pechanga Band.
- Rangers respond to security alarm activations throughout the reservation properties
- Rangers handle all animal control violations and investigate animal related incidents that occur on the reservation.
- Depending on experience, Rangers may be placed on special assignment (i.e. investigation, court services and programs).
- Must work in partnership with Pechanga Resort & Casino DPS and outside law enforcement agencies
- Must effectively use two-way radio devices and various computer software programs
- Participates in job related training and courses to maintain skills, knowledge and abilities necessary to perform duties.
- Must maintain the appropriate physical condition to fulfill all duties as assigned.
- Must be willing to participate in the planning and implementation of various crime prevention and public relations programs in the community at large.
- Must be willing to handle, capture, relocate and/or kennel various animals/snakes. (Training will be provided.)
- Must be able to obtain a California Concealed Weapons Permit.
- Must adhere to all policies and procedures of the Pechanga Tribal Government.

**Hiring Preference:** The Pechanga Tribal Government is an equal opportunity employer. Consistent with federal law, the Pechanga Band of Indians applies Indian preference in employment. It is the policy of the Pechanga Tribal Government to give preference in hiring, promotions, and transfers into vacant positions to qualified applicants in the following order: 1) Pechanga Tribal Members; 2) Pechanga Tribal Member Spouses; 3) non-member American Indians. **At-Will Employment:** Employment with the Pechanga Tribal Government is at-will and can be terminated with or without cause, and with or without notice, at any time, either at the option of the employee or the Pechanga Tribal Government. **Drug Testing:** The Pechanga Tribal Government is a drug-free workplace. All employees are subject to drug testing. **Background Investigation:** All candidates and employees may be subject to a background investigation.

The list of duties and responsibilities above is not an exhaustive list. In addition to the duties and responsibilities listed above, the employee will be required to perform other job-related duties, as assigned, that are consistent with the employee's job position and qualifications.

#### **QUALIFICATIONS, EDUCATION & EXPERIENCE:**

- High school graduate or GED equivalent required.
- At least two years or more experience working as a first responder in a law enforcement or security related environment preferred.
- Must be in good physical and mental health to meet all the demands of the position.
- Must be 21 years of age.
- Must possess a valid driver's license and maintain a driving record acceptable to the tribe's vehicle insurance provider.
- Must be familiar with Microsoft Office (i.e. Word, Excel, and feel comfortable with working on other computer related programs).
- Peace Officer Standard Training (POST) Academy Graduate Certificate, BIA Special Law Enforcement Commission Certificate (SLEC), or similar law enforcement training related certification preferred.
- Must have current P.C. 832 training certificate, both classroom and firearms through an accredited/recognized training facility.
- Must obtain a guard card and firearms permit from the state of California as an armed security officer from the Bureau of Security and Investigative Services prior to employment.
- Must have no record of felony arrests or convictions. No DUI, alcohol or drug related offenses within the last year.
- Must be able to prove eligibility to work in the United States.
- Must have strong written and oral communication skills.
- Must be flexible to work any shift.
- Must be available to attend training scheduled to achieve and maintain department performance standards.
- This position must comply with the Pechanga Tribal Government's Drug-Free Workplace Policy. This includes: pre-employment testing and random testing.
- Must successfully pass a pre-employment background investigation.

#### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledge of relevant policies, procedures and the California Penal Code to promote effective law enforcement operations for the protection of Pechanga Band.
- Must have good knowledge of community policing and principled policing strategies
- Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition and grammar.
- Ability to demonstrate trustworthiness and strong ethics by making the right decisions based on policy, training, and the spirit of the law, with or without direct supervision present.
- Understanding of basic human behavior, and the ability to treat the public with respect, tact, and empathy while enforcing all ordinances and regulations of the Pechanga Tribal Government.
- Ability to give full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- Must be able to maintain objective approach to a problem under unpleasant circumstances, to enforce law, to reason and make sound decisions in emergencies, to demonstrate skill in use of firearms and other applicable equipment to crime control and criminal apprehension.
- Must be reliable, responsible, and dependable and fulfill obligations and demonstrate a strong work ethic
- Must be able to use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Must possess the ability to act according to reason and policy in stressful situations
- Must be able to talk to others respectfully and convey information effectively.

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- Ability to analyze information and evaluate results to choose the best solution and solve problems.
- Must value and exercise teamwork when carrying out daily duties
- Ability to apply general rules to specific problems to produce answers that make sense.
- Ability to combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).
- Ability to be forward- thinking, recognizing potential problem before they arise and taking appropriate action to help resolve the issue.
- Ability to listen to and understand, information and ideas presented through spoken words and sentences.

#### **PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The Pechanga Tribal Government may, upon request and in its sole discretion, grant an accommodation it deems reasonable and necessary to enable an employee with a disability to perform the essential functions of the job.

While performing the duties of this job, the employee is frequently required to stand, sit, walk and talk or hear. They must be able to speak the English language, speak clearly so listeners can understand and understand the speech of another person. The employee is often required to use hands to finger, handle, feel or grasp objects; and reach with hands and arms; climb or balance; stoop, kneel, crouch, run, or crawl. The employee may be required to carry, drag or restrain individuals from 50-300 pounds and must occasionally lift and/or move more than 100 pounds.

Employee is required to wear ballistic vest and duty belt weighing approximately 15-25 pounds while on duty. Employee must be able to successfully manipulate various types of firearms and impact weapons.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. The employee is required to be able to see the differences between colors, shades and brightness and be able to see details that are less than a few feet away.

#### **WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The Pechanga Tribal Government may, upon request and in its sole discretion, grant an accommodation it deems reasonable and necessary to enable an employee with a disability to perform the essential functions of the job.

While performing the duties of this job, there may be conditions of high stress and threat to personal safety during periods of seizure and arrest. The employee is regularly exposed to outside weather conditions. The employee is occasionally exposed to high precarious places; fumes or airborne particles and risk of electric shock. The noise level in the work environment is usually moderately loud.

***Employee's acknowledgement:*** I acknowledge by my signature below, that the duties listed on this job description represent those tasks falling within my immediate responsibility. I understand that the Pechanga Tribal Council has the right to change this job description at any time with or without prior notice. I further understand and agree that my employment relationship with the Pechanga Tribal Government is a consensual commercial relationship taking place on tribal land within the Pechanga Indian Reservation and, as such, is subject to the jurisdiction and sovereign laws of the Pechanga Band of Indians.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name of employee

\_\_\_\_\_  
Signature of Employee's Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name of employee's manager

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