

# TOHONO O'ODHAM NATION

HUMAN RESOURCES OFFICE

P.O. Box 837 ~ Sells, Arizona 85634

Phone: (520) 383-6540 ~ Fax: (520) 383-4676

Website: [www.tonation-nsn.gov](http://www.tonation-nsn.gov)



**PLEASE POST**

## DESERT DIAMOND WEST VALLEY RESORT LOCATION: GLENDALE, ARIZONA

The Tohono O'odham Nation Police Department is only accepting applications from candidates who are current Arizona police officers or from candidates who possess an active Arizona POST certification.

<u>HR 210</u>	<u>Department/Program/Division</u>	<u>Job Title</u>	<u>Note</u>	<u>Opening Date</u>	<u>FY 2016 Salary</u>
<b>Department of Public Safety</b>					
4911	Gaming - Site: West Valley	Office Specialist	<i>CL, CR</i>	7/18/2016	\$ 16.07
4913	Gaming - Site: West Valley	Gaming Inspector Supervisor	<i>CR</i>	7/18/2016	\$ 83,348.00
4914	Gaming - Site: West Valley	Gaming Inspector Lead	<i>CR</i>	7/18/2016	\$ 25.69
4915	Gaming - Site: West Valley	Gaming License Technician	<i>CR</i>	7/18/2016	\$ 24.45
4917	Gaming - Site: West Valley	Gaming License Investigator	<i>CR</i>	7/18/2016	\$ 26.99
<b>General Support Services</b>					
4617	Law Enforcement - Site: West Valley	Financial Crimes Investigator	<i>Re-Advertised</i>	7/25/2016	\$ 28.36
4610	Law Enforcement - Site: West Valley	Police Officer (6 Vacancies)	<i>Lateral</i>	6/22/2015	\$ 24.45

**Open Until Filled:** Apply during the first 10 working days to assure you are in the first group to be interviewed if qualified.

**Current Employees:** must be in your current position for six (6) months prior to applying for another job opening. (Section III. H.h) This provision may be waived if it is in the best interest of the Nation. Employees applying for transfer or promotional opportunities must advise their supervisor that they are competing for other position(s).

**NOTE:** All regular, temporary, full-time, part-time clerical positions under the Tohono O'odham Nation's Executive Branch will be filled from the established "Clerical Roster." Applicants are required to be tested in order to be considered for any positions, except Receptionist.

### FOR CLERICAL TESTING

Clerical testing is reserved for **Monday-Friday 8:30am-10:30am and 1:30pm—2:30pm EXCEPT ORIENTATION FRIDAY'S.** If applying contact Human Resources at (520) 383-6540 to schedule an appointment.

Clerical test results must be submitted with your application packet, to be considered "complete".

**IT IS IMPORTANT TO KEEP YOUR SCHEDULED APPOINTMENTS!!**

### APPLYING FOR POSITIONS

**HOW TO APPLY:** Submit the following on or before the closing date: (1) a signed & completed Tohono O'odham Nation employment application, (2) a signed & completed Authorization to Release Information document, (3) a signed & completed Background/MVR Investigations document, (4) if claiming Indian Preference, submit a certified document of Indian Blood certificate (C.I.B.) OR a copy of Tribal Enrollment Card, (5) resume, (6) high school diploma, transcript of college courses, (7) three letters of reference, (8) copy of valid Arizoon driver's license, (9) clerical results, if required, to the TOHONO O'ODHAM NATION, HUMAN RESOURCES OFFICE. Applications and supporting documents become the property of the Tohono O'odham Nation.

**Indian Preference and Preference in filling vacancies will be given to (1) enrolled members of the Tohono O'odham Nation, (2) enrolled members of other nations, (3) other candidates. The Tohono O'odham Nation is committed to providing Equal Employment Opportunities.**



**TOHONO O'ODHAM NATION, EXECUTIVE BRANCH**  
**HUMAN RESOURCES OFFICE**

**4617**

P.O. BOX 837; SELLS, ARIZONA 85634 · PHONE: (520) 383-6540 · FAX: (520) 383-4676

**JOB ANNOUNCEMENT**

**Re-Advertised**

**JOB TITLE:** FINANCIAL CRIMES INVESTIGATOR

**SALARY:** \$28.36 PER HOUR, PLUS BENEFITS

**OPENING DATE:** July 25, 2016

**CLOSING DATE:** Open Until Filled

*NOTE: To ensure consideration, apply within the first 10 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.*

**STATUS:** Probationary/Permanent, Full-Time

**HRS/WK:** Non-Exempt

**DEPARTMENT:** Law Enforcement

**JOB LOCATION:** Glendale, AZ

**POSITION SUMMARY:** Under limited supervision, performs criminal investigative duties and assignments involving financial crimes occurring on the Tohono O'odham Nation. Investigates and prosecutes individuals engaged in complex financial crimes, public corruption, and elder abuse.

**MINIMUM QUALIFICATIONS:**

- Bachelor's Degree in Criminal Justice or closely related field, or an equivalent combination of training, education, and work experience which demonstrates the ability to perform the duties of this position.
- Must have five years' experience investigating financial crimes such as, fraud, forgery, embezzlement, or racketeering crimes.

—AND—

- Must possess and maintain an Arizona Peace Officer Standards Training Certification.
- Upon recommendation for hire a criminal background and finger print check is required to determine suitability for hire.
- Must possess and maintain a valid Arizona driver's license (No DUI's or major traffic citations within the past three years) and meet the Tohono O'odham Nation Tribal employer's insurance requirements to receive a driver's permit to operate program vehicles.
- Based on the department's needs, incumbents may be required to demonstrate fluency in both the Tohono O'odham Language and English as a condition of employment.

Preference in filling vacancies will be given to (1) enrolled members of the Tohono O'odham Nation, (2) enrolled members of other nation's or tribes (3) other candidates. The Tohono O'odham Nation is committed to providing Equal Employment Opportunities.

**"The Tohono O'odham Nation is an "Alcohol/Drug Free Work Place"**