

Position Announcement:

Chitimacha Tribal Courts

Temporary Part-Time Bailiff / Process Server

Summary:

This position performs a variety of law enforcement duties associated with ensuring safety and security of the Chitimacha Tribe of Louisiana. As required, maintains order in the Court and providing service of process within the jurisdiction of the Court.

Education and/or Experience:

High school educations or GED and one (1) year of relevant law enforcement experience or closely related law enforcement experience.

Additional Requirements:

- Must possess at the time of application, P.O.S.T. certificate AND a State of Louisiana driver's license.
- Willing to obtain CPR certificate and maintenance thereof.

PREFERENCE WILL BE GIVEN TO QUALIFIED NATIVE AMERICANS; SUBJECT TO PRE-EMPLOYMENT AND RANDOM DRUG TESTING; A BACKGROUND INVESTIGATION WILL BE REQUIRED.

To Apply:

View our website www.chitimacha.gov, or visit the Human Resources Department at 230 Chitimacha Loop, Charenton, LA. Applications are accepted: Monday–Thursday 7:30 a.m. – 5:00 p.m. and Friday 7:30 a.m. 11:30 a.m. Deadline for submission of application will be:

Tuesday, July 18, 2017.

