



LOWER BRULE SIOUX TRIBE

JOB ANNOUNCEMENT

JOB TITLE: Security Officer

Job Class: DOE (Level V)

JOB SUMMARY

The security officer is responsible for ensuring the safety of the Lower Brule Sioux Tribal employees, property, buildings, and facilities. They are responsible for monitoring surveillance cameras, patrolling the premises and responding to any security breaches. Under the direct supervision of the Tribal Manager and/or Tribal Council.

Responsibilities:

- Patrol premises regularly to maintain and establish presence.
- Monitor and authorize entrance of visitors into tribal buildings.
- Monitor surveillance equipment in all tribal buildings.
- Removal of individuals from all tribal buildings, parking lots, grounds, when warranted.
- Secure all entrances, exits, doors, windows, and tribal property at the end of the day.
- Identify all disruptions and unlawful acts and report to law enforcement.
- Investigate suspicious activity inside and outside of all tribal buildings, property and grounds.
- Provide aid to visitors in need of assistance and/or help.
- Respond to alarms by investigating and accessing the situation and reporting to law enforcement when needed.
- Apprehend and detain perpetrators according to legal protocol before arrival of law enforcement.
- Write and submit daily reports of surveillance activity and important occurrences.
- Perform other related duties as assigned.
- Attended council meetings; when requested to ensure no disruption of proceedings.
- Must always maintain professional demeanor and not personalize the duties being carried out.
- Must be able to communicate by electronic devices and work effectively with law enforcement in a professional manner.

- Required to work with fellow employees and supervisor, regardless of personal relationships and/or opinions.
- Must possess excellent writing skills and abilities to meet daily, weekly and monthly reports.
- Identify security issues as they pertain to doors, pathways, entryways, entrances, exits and all security issues as they arise.

Qualifications:

- Have a valid driver's license.
- High school diploma or GED equivalency certificate.
- Good communication and interpersonal skills.
- Must maintain a high level of confidentiality.
- Will be required to sign a confidentiality agreement.
- Physical stamina and dexterity.
- Must pass a background check.
- Must pass a Drug/Alcohol test.
- Must be reliable and able to handle high stress situations.

Salary: Depending on Experience

To Apply: Submit LBST application/Resume, degrees, college transcripts, driver's license, DD214 (if applicable), LBST enrollment verification (if applicable), all documents that pertain to this job announcement.

THIS POSITION IS ONLY A ONE (1) YEAR-FUNDED POSITION AND WILL POSSIBLY BE FUNDED FURTHER DEPENDING ON AVAILABLE FUNDS.

Submit Tribal Application to:

Lower Brule Sioux Tribe
Personnel Department
187 Oyate Circle
Lower Brule, SD 57548

Opening Date: 05/12/2024

Closing Date: 06/12/2024