TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB POSTING

Open

Opening Date: 11/03/2026 Closing Date: Until Filled

Position Title: Code Enforcement Officer

Department: Public Safety

Work Schedule: Varies 24/7 Operation

Wage Rate: Pay Range 39: $20.45- $26.17/ HR / Overtime Eligible

If you are interested in this position, please submit the following:

- **Completed Application**
- **Proof of High School Diploma or GED**
- **If claiming Tribal Preference please provide proof of Tribal Identification**
- **If claiming Veteran's Preference please attach DD214**

All requested information must be in the **Tribal Administration Human Resources** office by 5:00PM on the closing date. *Incomplete applications or failure to submit the requested information will result in the disqualification of your application.*

Must provide completed applications for all open positions applying for:

Submit To:

Human Resources
Tule River Indian Tribe of CA
340 N. Reservation Rd.
Porterville, CA 93257
E-mail: Teresa.Ceballos@tulerivertribe-nsn.gov

IN-HOUSE APPLICANTS MUST SUBMIT AN APPLICATION TO THE HUMAN RESOURCES DEPARTMENT FOR ANY JOB OPENING(S) THEY ARE INTERESTED IN.

TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB DESCRIPTION

POSITION: Code Enforcement Officer

WORKSITE: Tule River Justice Center
129 S. Reservation Road
Porterville, CA 93257

GENERAL POSITION DESCRIPTION

The Code Enforcement Officer is to maintain the security and safety of the Tribal Community and employees by executing and enforcing the Tribe's Regulations, Ordinances and Code.

DUTIES AND RESPONSIBILITIES:

1. Assures the safety of the Tribal community, employees and visitors while on the Reservation and other sites as determined by management.
2. Remains mobile and alert at all times while on duty.
3. Cooperates with all Tribal regulations, laws, procedures and outside Law Enforcement Agencies.
4. Remains professional, respectable and polite at all times
5. Writes daily reports and documents incidents as required by department policies and procedures.
6. Enforce the Tribes Regulations, Ordinances, and Code.
7. Serve as courtroom security and bailiff when assigned
8. Other duties as assigned.

QUALIFICATIONS:

1. Must possess a High School Diploma or G.E.D.
2. Law Enforcement or Security experience is preferred OR willingness to be trained.
3. Must be 21 years old or older at the time of application.
4. PC 832 Laws of Arrest and Firearms (Preferred, required within 6 months of employment)
5. Must be able to pass a psychological evaluation
6. Must possess a valid California Driver's License and be insurable through the Tribe.
7. Must successfully complete a pre-employment drug/alcohol screen and background investigation.
8. Must be able to handle extended hours and a flexible schedule when necessary.
9. Must possess excellent communication, presentation, and interpersonal skills.
10. Ability to multitask and prioritize.
11. Must be able to communicate with persons of various social, economic, and cultural backgrounds.
12. Must be a team player.
13. Must be willing to attend trainings and travel as needed.

TRTC APPROVAL: 8/31/2026

14. If previously employed within the Tule River Indian Tribe of California entities, you must have acceptable work history.

PHYSICAL REQUIRMENTS:

Position requires prolonged sitting, standing, walking, crawling, reaching, grasping, repetitive hand movement, twisting, turning, kneeling, bending, squatting, and stooping in the performance of daily activities. The employee may occasionally be required to climb and/or balance. Additionally the position requires near and far vision in proofreading correspondence and work related documents. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust and focus. Acute hearing is required. Frequently must be able to lift up to 50 pounds, and normally must be able to lift over 50 pounds. This position may require the movements and strength to incapacitate or subdue other persons for the protection of safety of self and others. This job will require the use of a vehicle, and an employee must be able to have those repetitive motions and coordination associated with operating a motor vehicle. Must be able to pass Psychological test.

This position reports to:	Code Enforcement Corporal and Code Enforcement Sergeant
This position supervises:	None
Salary range:	Pay Range 39: $20.45-26.17/ HR Paid Bi-Weekly/ Overtime Eligible
Hours:	Various work shifts as needed by the department
Benefits:	Medical, Dental, Vision, Flexible Spending Plan, PTO & 401(K) Plan.

PREFERENCE IN FILLING VACANCIES IS GIVEN TO QUALIFIED INDIAN APPLICANTS IN ACCORDANCE WITH THE TULE RIVER INDIAN PREFERENCE ORDINANCE; VETERAN PREFERENCE