

CHEYENNE RIVER SIOUX TRIBE
PROSECUTOR'S OFFICE
INVESTIGATOR

DESCRIPTION OF WORK

General Statement of Duties: Perform investigations as assigned by the Cheyenne River Sioux Tribe's Prosecutor's Office of alleged crimes/criminal activity falling under the jurisdiction of the Cheyenne River Sioux Tribe.

Supervision Received: Works under the immediate supervision of the Attorney General.

Supervision Exercised: None.

EXAMPLE OF DUTIES (Duties may include but are not limited to the following):

Investigating cases assigned by CRST Prosecutors independently or as part of a team.

Gather, assess and preserve evidence, photograph crime scenes, and create diagrams and charts pertaining to investigations

Collaborating with CRST Prosecutors to evaluate and prepare cases for court.

Documenting, reviewing and assessing information.

Serving subpoenas, show cause orders and summonses, executing search and arrest warrants, and locating witnesses.

Interviewing, questioning and taking statements from suspects and witnesses.

Preparing, reviewing, evaluating reports.

Advising CRST Prosecutors on course of action.

Delivering testimony in court.

Collaborating with local, state and federal law enforcement agencies as needed.

Representing Prosecutor's Office in meetings and at conferences.

MINIMUM QUALIFICATIONS

Required Knowledge, Skills, and Abilities: To be successful in this role you will be focused on serving and protecting the community, and meticulously gather and preserve evidence. Top candidates display initiative, employ independent judgment and have integrity. Will also require proficient knowledge of modern investigative techniques, legal processes, and applicable laws as well as the ability to maintain good working relationship with Prosecutor

Office staff & attorneys and law enforcement division employees. Excellent communication skills, both verbal and written is essential, knowledge of Lakota language helpful.

Education: Minimum of a High School diploma. Associates degree preferred.

Experience: Minimum of 3 years experience as a law enforcement officer or combination of formal education and experience equivalent to 3 years experience.

Special Requirements: Incumbent is subject to CRST Drug Testing Policy, and subject to Tribal/Local, Federal and State background. CLEET/BIA certified or ability to become CLEET/BIA certified.

Revised Date: November 21, 2024