



## Human Resource Division

Eileen J. Sedillo

Human Resource Supervisor

Chris A. Najjar  
Chairman - District 5

Janice C. Varela  
Vice-Chair - District 2

Rock G. Ulibarri  
Commissioner - District 1

Arthur J. Padilla  
Commissioner - District 3

Maria L. Martinez  
Commissioner - District 4

Vidal Martinez, Ed. D.  
County Manager

### SAN MIGUEL COUNTY EMPLOYMENT OPPORTUNITY

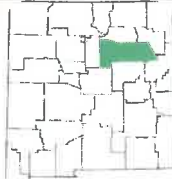
San Miguel County is accepting applications for **Narcotics Detective** with San Miguel County Sheriff's Division. As a Narcotics Detective, you will be working collaboratively with the 4<sup>th</sup> Judicial District Attorney's Office, the Las Vegas Police Department, New Mexico State Police, as well as other law enforcement agencies to combat illegal drug use and distribution within San Miguel County.

#### LAW ENFORCEMENT POSITIONS RANGE III:

Salary: \$30,000.00 to \$50,000.00

Status: Contract Employee

FLSA: Exempt Position



**Position will remain open until filled.** Applications and a detailed job description may be picked up at the San Miguel County Human Resource Office located at 500 West National, Suite 202 or you may obtain it by visiting the San Miguel County Web Site at [co.sanmiguel.nm.us](http://co.sanmiguel.nm.us). San Miguel County is an Equal Opportunity and Affirmative Action Employer. The County reserves the right to reject any and all applications.

  
\_\_\_\_\_  
Gary Gold, Sheriff

5/23/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Vidal Martinez, Ed. D., County Manager

5/21/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Eileen Sedillo, Human Resource Supervisor

5.21.18  
\_\_\_\_\_  
Date

Published: \_\_\_\_\_, 2018



# San Miguel County Sheriff's Office

Gary Gold, Sheriff

Chris A. Najjar  
Chairman - District 5

Janice C. Varela  
Vice Chairman - District 2

Rock G. Ulibarri  
Commissioner - District 1

Arthur J. Padilla  
Commissioner - District 3

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Commissioner - District 4

Vidal Martinez  
County Manager

## RANGE III

**Title:** Narcotics Detective  
**Salary:** \$30,000 - \$50,000.00  
**Status:** Contract  
**FLSA:** Exempt

## DEFINITION:

As a Narcotics Detective with the San Miguel County Sheriff's Division, you will be working collaboratively with the 4<sup>th</sup> Judicial District Attorney's Office, the Las Vegas Police Department, New Mexico State Police, as well as other law enforcement agencies to combat illegal drug use and distribution within San Miguel County.

## RESPONSIBILITIES AND DESCRIPTION OF WORK PERFORMED:

This person will investigate and apprehend persons suspected of illegal sale or use of narcotics; compile identifying information on suspects charged with selling narcotics; maintain surveillance of suspects to detect modus operandi; select undercover officer best suited to contact suspect and purchase narcotics.

Develops informative contacts and participates in covert operations; investigates and apprehends persons suspected of illegal sale, purchase or use of narcotics; may examine prescriptions and pharmacy's and physician's records to ascertain legality of sale and distribution of narcotics; arrests narcotic offenders; obtains statements for prosecution of offenders and appears in court as witness.

Performs surveillance; obtains search warrants be in contact with other agencies and law enforcement jurisdictions to exchange information, including but not limited to New Mexico Fugitive Task force team, FBI, DEA, ATF and other criminal history or intelligence resources; performs activities related to the enforcement of (30-31-1) NMSA 1978 the Controlled Substance Act.

Prepares facts, information, evidence and statements for court proceedings; secures witnesses and testimonies; prepares visual diagrams of the scene of crime as deemed necessary; performs extraditions; testifies in court when necessary.

Obtains funds necessary to make purchase, submit written report containing charges, available facts and evidence to Magistrate Court and District Court judges to authorize search warrant or wiretap. Observe and photograph narcotic purchase transaction to compile evidence and protect

undercover investigator; arrest narcotics offenders; obtain statements for prosecution of offenders and appear in court as witness.

**MINIMUM QUALIFICATIONS:**

Bachelor's degree in criminal justice field (or other related field) and a minimum of five (5) years of experience in police/detective background experience OR an equivalent combination of education and experience may be considered.

**Required Knowledge, Skills, and Abilities:**

Considerable knowledge of law enforcement; principles, investigative methods and techniques, legal environment associated with law enforcement; local, state and federal laws and regulations; criminal codes; departmental standard operating procedures; arrest, search, and seizure laws; booking and court procedures; traffic control and safety laws and regulations; methods and process for preserving and securing crime scenes. Working knowledge of county geography, road systems, and boundaries; standard first-aid administration; interpersonal communication skills; English, grammar and technical writing skills. Must be proficient and detailed in investigation report writing.

Considerable skill in the operation of motor vehicles at high speed and in dangerous situations; and in the use of firearms.

Applicant must be a certified law enforcement officer, have worked narcotics with a law enforcement agency with a minimum of five years in undercover work preferred, surveillance operations, and drug/narcotics related operations. Applicant must have good communication skills, commitment to working long hours, ability to handle work with difficult people in difficult situations and physical and psychological attributes. Applicant must be mentally fit as well as physically fit, demonstrate commitment to protecting those who cannot protect themselves, and make a positive difference in the county.

Must possess a valid New Mexico driver's license and a good driving record at all times while employed with San Miguel County.

After being hired, you may be required to undergo further training in drug/narcotics operations. This training is to provide you with more knowledge about new laws and procedures for the particular area the Sheriff's office is responsible for. Additionally you must learn the basics of emergency management.

**Physical Requirements:**

Mobility Factor:                      Walk 50%, Sit 20%, Run 30%

Primary Work Position: Stand 20%, Kneel 10%, Squat 5%

**Special Movements:**

Back: Bends regularly, stands regularly, sits and squats regularly

Arms: Reaches 2-4 feet, lifts and carries regularly from 1 to 50 lbs. a maximum distance of 100 feet. Lifts from floor to waist a maximum of 50 lbs.

Legs: Bends, walks, kneels, squats often, and climbs on occasion.

**JOB DESCRIPTION APPROVED BY THE SAN MIGUEL COUNTY BOARD OF COMMISSIONERS ON April 10, 2018**

 \_\_\_\_\_ Date 4/10/18

County Manager

Date

 \_\_\_\_\_ Date 4.10.18

Human Resource Supervisor

Date

 \_\_\_\_\_ Date 4-10-18

Sheriff

Date

\_\_\_\_\_  
Narcotics Detective Date