

CUSTOMS and QUARANTINE (TRAINEE)**NATURE OF WORK IN THIS CLASS**

This is a trainee level position involving attending and satisfactorily completing a Guam Peace Officer Standards and Training (POST) Commission approved law enforcement program as well as on-the-job training involving clearly defined and routine law enforcement work.

Employees in the class undergo classroom lectures, physical agility training and are monitored and evaluated academically through quiz and examination scores. In addition, employees in this class undergo extensive on-the-job training in law enforcement work. On-the-job training work is performed under the immediate supervisor of a Senior Field Training Officer and closely reviewed for compliance with established policies and procedures. On-the-job training work performance is evaluated using on-the scene observations, frequent inspections, examinations, discussion and submission of reports.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)

Attends the Guam Peace Officer Standards and Training (POST) Commission approved law enforcement training program that would lead to POST Certification.

Performs the following on-the-job training duties:

Assists Senior Officers in patrolling and monitoring of the Customs Borders and Sterile Areas and partakes in seizures of any controlled substances imported into Guam.

Assists Senior Officers in making seizures of any forgeries or counterfeit good imported into Guam.

Assists Senior Officers in inspecting, examining and monitoring all arriving aircraft and vessels to ensure all applicable entry requirements into Guam to include galleys, lavatories, cargo holds, accessible compartment areas are fulfilled and maintained.

Assists Senior Officers with monitoring foreign garbage ensuring proper storage, transfer and disposal.

Assists Senior Officers with physical searches of passengers to include pat-down searches, and inspecting passenger's baggage.

Assists Senior Officers with investigations of criminal offenses in violation of Customs laws and regulations including the preparation of written preliminary reports in relation to any seizures or arrest.

Performs related work as assigned to Customs and Quarantine duties and responsibilities.

CUSTOMS and QUARANTINE (TRAINEE)**MINIMUM KNOWLEDGE, ABILITIES AND SKILLS**

Ability to learn and adapt to regimented law enforcement academy training.

Ability to observe, assimilate and recall facts and detail.

Ability to maintain effective audio-visual discrimination and perception (i.e. make observations, distinguish objects at night, recognize and distinguish sounds).

Ability to learn, interpret and enforce applicable local and federal enforcement laws, rules, regulations, policies and procedures to appropriately guide and/or execute arrest in the seizures of any controlled substances and forged or counterfeit goods being imported into Guam.

Ability to understand and follow oral and written instructions.

Ability to act quickly and calmly in emergencies.

Ability to communicate effectively, orally and in writing.

Ability to testify in court.

Ability to work under hazardous conditions; to work long hours; and to work under inclement weather.

Ability to use and operation of firearms, radio communication devices, and technological equipment such as x-rays scanning systems and narcotics field testing/identification kits.

Ability to exert physical force as required to perform on the job (e.g. apprehend suspects).

Skill in administering first aid.

MINIMUM EXPERIENCE AND TRAINING

Graduation from high school or attainment of a general equivalency diploma (GED).

NECESSARY SPECIAL QUALIFICATIONS:

- (a) Must possess a valid Guam driver's license;
- (b) May be required to possess a valid Guam firearms identification card [Government of Guam law enforcement officers are exempted from providing proof, 10 GCA § 6.0101(a)];

In addition to meeting the NSQ's above, the following requirement must be verified upon job offer, pursuant to Public Law 29-12:

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- (c) Must be a United States citizen or a resident who is legally authorized to work within the United States and its territories;
- (d) Must be at least eighteen (18) year of age;
- (e) Must be fingerprinted; local and national fingerprint files shall be searched to determine if the applicant has a criminal record;
- (f) Must not have been convicted in any civilian or military court of a felony, a crime involving moral turpitude, a crime of domestic or family violence, regardless of whether he has been pardoned or commuted by *I Maga'lahaen Guahan* regarding such conviction;
- (g) Must have a good moral character as determined by a background investigation; the hiring agency **shall** complete a background investigation defined by the POST Commission of any applicant for employment as a peace officer before the applicant may be employed **or** begin training as a peace officer;
- (h) Must be free of any physical, emotional or mental conditions which might adversely affect his performance of duty as a peace officer; physical condition **shall** be evaluated by a person licensed to practice medicine; emotional and mental conditions **shall** be evaluated by a licensed psychologist or psychiatrist; and
- (i) Must pass an oral interview and written examinations by the hiring agency.

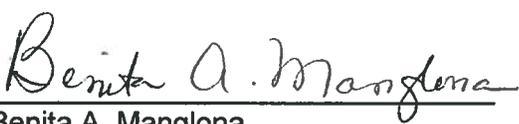
ESTABLISHED: JULY 1995

AMENDED: MAY 2011

PAY GRADE: FL

HAY EVALUATION:	Know-How:	C 1 1	100
	Problem Solving:	B 2 16%	16
	Accountability:	B1 C	<u>22</u>
	Total Points:		138

This standard revises and supersedes the standard established July 1995, and amended in June 1997 and November 1997.


 Benita A. Manglona
 Acting Director, Department of Administration