

Quinault Indian Nation  
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[www.quinaultindiannation.com](http://www.quinaultindiannation.com)

## Job Openings: November 24, 2014

Applications and job descriptions are available by contacting Human Resources. Employment offers are conditional on passing drug test, criminal records, or background check. **The Nation supports Quinault Preference in all hiring.**

**A COMPLETED QIN APPLICATION must be received by close of business on the listed closing date for each position.**

### **FISH CLIPPING IS BACK!!!**

A new fish clipping application must be completed for this season. **Supervisor: D Fielding**



### **BEAUTIFICATION SUPERVISOR – CLOSE 12/08/14**

Supervisor of the QIN Beautification Program year round, working 3 days in Taholah and 2 days in Queets. Responsibilities include: scheduling work activities for the crew; making sure necessary tools, equipment, materials, and supplies are available and working; keep both communities free of debris/garbage; process seasonal crew hiring documents; coordinate with summer YOP coordinator for youth placement. Work is physically taxing and requires being outdoors in all kinds of weather and sometimes to prevent or repair weather related issues **Requirements: pass criminal background check; know how to operate general yard maintenance equipment; know how to operate motorized equipment such as trimmers, lawnmowers, chainsaws, and a variety of hand tools; valid WA State driver's license with a driving record that is able to be insured through the Nation's car insurance.** **Supervisor: M Cardwell**



### **TGA SURVEILLANCE TECHNICIAN (IN-HOUSE ONLY) – CLOSE 12/03/14**

**This position is being advertised as in-house only, which means only permanent employees of the QIN who are not on probation are eligible to apply.** Position is responsible for the efficient operation of the Surveillance Dept. Work harmoniously with Casino Management to ensure asset protection, safety, and compliance. Develop a work ethic that sets an example for all peers and subordinates to follow. **Must have: HS Diploma, minimum of 1 year experience as Surveillance Observer, demonstrate knowledge of casino card games, efficient in basic arithmetic, written/oral communication skills, advanced computer skills, customer service skills, able to lift over 50 pounds, at least 21 years old, valid driver's license, maintain valid Tribal Gaming License, and address issues of enforcement while maintaining a positive relationship with those who are impacted.** **Supervisor: T Frank**

### **DAY CARE AIDE – CLOSE 11/25/14**

Provide child care and monitor day care children and activities. Duties are performed following clearly defined work procedures and priorities. **Must meet the following: at least 18 years old; pass criminal background check; pass TB test, AIDS/HIV training, 1<sup>st</sup> aid and CPR training (including child CPR training) or obtain during probation period; 20 hours of STARS or obtain during probation, and attend on-going training (min. 10 hrs a year); attend yearly food training.** **Supervisor: J Johnson**

### **ATTORNEY GENERAL – FIRST REVIEW 01/09/15**

The Quinault Indian Nation is recruiting for an experienced federal Indian law practitioner to serve as the in-house Attorney General responsible for the provision of legal services and representation to the Quinault Tribal Government and its entities. This full-time position oversees the Office of the Attorney General, under the executive branch of the Quinault government. The Quinault Nation is a tribal member and Indian preference employer. **To apply, submit a completed application (available at [www.quinaultindiannation.com](http://www.quinaultindiannation.com)), cover letter, resume, three (3) written references, and two (2) writing samples.** Supervisor: F Sharp

We always accept applications for the following on-call positions:	Receptionist	Senior Program Assistant/ <b>Cook*</b>	Licensed CDL Drivers
	Custodian	Day Care/Head Start Aide/ <b>Cook*</b>	<b>*Valid food handler's required</b>