

Quinault Indian Nation
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Job Openings: March 5, 2015

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

TREE PLANTING A new tree planting application must be completed for 2015. **Supervisor: J Hargrove**



MAINTENANCE TECH II (TAHOLAH) – CLOSE 03/13/15

This position is stationed at the Police Department and Court House, and will perform semi-skilled work in construction, maintenance, and repair of buildings, facilities, grounds, and equipment. Other duties include Perform custodial assignments to maintain the cleanliness and care of facilities, buildings and grounds of the PD and Court House. **Must have HS diploma/GED, valid WA state driver's license, and 2 years experience as a Maintenance Tech I or equivalent combination of education and experience; and have custodial experience. Supervisor: R Shale**



SEASONAL QUEETS FISHERIES TECHS – CLOSE 03/20/15

Fisheries Technical Support Section will be hiring up to 25 workers in Queets for trapping, tagging, and night seining of Coho smolts. Seasonal positions will work from March to July, 2014. First wave of hiring will take place 02/01/15, and applications will be accepted throughout the season to create a roster. Pay rate is \$11.00-\$13.30/hour DOQ, up to 40 hours/week. Desired qualifications include: enrolled Quinault tribal member, prior fisheries experience, valid driver's license, history of reliability, capable of strenuous activity, and willing to work a flexible schedule including nights and weekends. For more info, contact Larry Parker (360-962-3331) or Cheryl Charles (962-2051). Applications are available at the Taholah HR office, Queets tribal office, and Queets Fisheries building. **Supervisor: L Parker**



TRIAGE NURSE – CLOSE 04/03/15

Organize and provide nursing triage services, by telephone and face-to-face, for all patients requiring clinical services who do not have scheduled appointments. **Must have the following: WA state driver's license, be graduate of accredited school of nursing, RN (WA state) license, and have 2 years clinical experience as an RN, with 1 year of triage preferred but not required. Supervisor: P Baron**

DAY CARE COOK – CLOSES 03/06/15

Responsible for cooking daily meals and snacks for the childcare program, cleaning the kitchen, sweeping/mopping the floors, and washing and sanitizing dishes, tables, and chairs. Keep supplies, food items, refrigerators, freezers, and cabinets organized. Inform the Director when supplies are low. Follow procedures for meal planning, cooking, and serving as required by USDA Food Program. **Must have: HS/GED; at least 18 years old; valid food handlers permit; pass criminal background checks and TB test; AIDS/HIV training; first aid/CPR including child CPR. Educational background in Early Childhood is preferred. Must be able to do simple math in serving correct requirements for food portions required by the USDA Food Program, read/prepare recipes, read/understand USDA Food service guidebook, follow direction, prepare meal count sheets, and meal count reports, keep area neat and clean and follow all proper food handling procedures and good health procedures. Supervisor: J Johnson**

FAMILY SERVICES PROGRAM ASSISTANT – CLOSE 03/06/15

Perform work requiring knowledge and experience that is specific to a program. Organize and perform work related to program operations independent of the daily administrative office needs of a supervisor. **Must have: valid driver’s license; First Aid & CPR within 90 days of hire; HS diploma or equivalent; and 6 months (1 year preferred but not required) of increasingly responsible para-professional, technical or clerical experience. Supervisor: A Brown**

ATTORNEY GENERAL – NEXT REVIEW 03/06/15

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), cover letter, résumé, three (3) written references, and two (2) writing samples.** Supervisor: F Sharp

FRESHWATER ECOLOGIST (WATER QUALITY) – CLOSE 03/10/15

Develop a water quality and management program, including developing a non-point pollution prevention program. Work toward integrating the plan into existing land use and fisheries programs. Contribute to development of watershed plans. Serve as leader of 1 or more field projects in the areas of limnology and aquatic ecology. Responsible for basic planning, sampling design, activity implementation and monitoring, data analysis, and reporting associated with such projects. **Must have: BS degree in natural sciences or closely related field; 5 years experience with at least 2 years at Biologist 1 level or equivalent; MS degree in appropriate discipline may substitute for 2 years of experience, Ph. D may substitute for 3 years experience; ability to write technical reports; ability to lead and supervise; knowledge of quantitative techniques and procedures; and understanding of fresh water biology and chemistry. Supervisor: EP Manager**

PHYSICIANS (2 POSITIONS TO BE FILLED) – CLOSE 03/10/15

Provide medical services at Roger Saux Health Center, a comprehensive outpatient ambulatory health center that provides medical services to its membership and other eligible Native Americans. Direct, supervise and participate in the performance of professional medical treatment of patients and the overall medical services program for the Quinault Nation. May direct staff of consulting physicians and dentists. Provide medical and surgical services and develop, implement and monitor performance standards, policies and procedures to ensure quality control in all medical services. **Must have: valid license to practice medicine and surgery in the State of Washington, and 4 years experience in the practice of medicine. Supervisor: Dr Whipple**

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