

~ OCTOBER 12, 2020 ~



# NEZ PERCE TRIBE

## JOB OPENINGS

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### **NOTICE**

To help lessen the spread of the coronavirus, the Human Resource Department is staffed at less than full capacity. We strongly encourage clients and/or community members to contact us by phone or email. This decision has been made to follow social distancing recommendations. We ask that in-person visits only take place to deal with essential business needs until the emergency declaration is lifted, as our main door will generally be locked. Please bear with us during this difficult time, and plan ahead as much as possible as certain processing times may be delayed.

To Applicants: To prevent the progression and spread of the novel coronavirus, the Human Resource Department encourages potential candidates to submit applications electronically to [teamhr@nezperce.org](mailto:teamhr@nezperce.org). We also have a drop box available which is located on our office door.

Staff should be contacted by phone or email until further notice at (208) 843-7332 or [teamhr@nezperce.org](mailto:teamhr@nezperce.org). Thank you for your understanding.

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### ACTIVE JOB SEEKERS LIST

In addition to our internal and external job opportunities, there are occasional temporary appointments. If you are interested in joining our active job seekers, please submit a completed Nez Perce Tribe application with a current driver's license record (DLR). Active job seekers will be screened accordingly and referred to temporary appointments based on education, qualifications and experience. Tribal/Indian preference applies. Certain positions may require a valid driver's license with ability to be insurable under the Tribe's policy.

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### ***Open only to qualified IN HOUSE applicants:***

*In compliance with the Human Resource Manual 2.2.4: All vacancies will be advertised "IN HOUSE" for all employees and Tribal members for a minimum of two weeks. Should a qualified RIF'ED employee apply, they will be given preference per the Nez Perce Tribe HRM 4.10.*




The Nez Perce Tribe Department of Social Services Senior Citizens Program is recruiting for: **COOK HR-18-112 (KAMIAH)** full-time. To plan and prepare meals with federal, state, local, and Tribal standards. Requires a High School diploma/GED or specialized vocational training. Must have or obtain Food Handler Permit within ninety (90) days of hire. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires three (3) months food preparation experience for large groups of people. **Open until filled.** (Grade 5)

**Re-Advertise:** The Nez Perce Tribe Senior Citizen Program is recruiting for: **BUS/VAN DRIVER HR-18-104 (KAMIAH)** part-time (29 hours or less per week). To transport senior citizens to and from activities, to and from grocery store, to post-office and appointments. Responsible for the delivery of meals on a daily basis. Works according to Vehicle Use and Maintenance Manual and other policies that apply. Position is under the supervision of the Senior Citizen Coordinator. Requires High School Diploma/GED, or specialized vocational training. Requires six (6) months bus/van operation. Must successfully pass an extensive background check upon hire. Requires a valid driver's license with the ability to be insured under the Tribes policy. Requires a Commercial Driver's License within six (6) months of employment. Class description available at the NPT Human Resources Department. Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 7)

The Nez Perce Tribe Department of Executive Direction/Appaloosa Express Transit System is recruiting for: **ONE (1) BUS OPERATOR HR-18-119 (KAMIAH)** on-call. To operate "Appaloosa Express" tribal transit buses on prescribed routes as assigned. Requires an Idaho Commercial Driver's License (Class C CDL) to include passenger endorsement. No Driving While intoxicated (DWI) conviction within the last thirty-six (36) consecutive months; not more than one (1) DWI on entire driving record; and not more than three (3) moving violation convictions with the last thirty-six (36) months. Must pass the Department of Transportation (DOT) physical (medical) exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list, which includes a drug screen in order to operate Appaloosa Express vehicles. Class description available at the NPT Human Resources Department. Must have five (5) years' experience in the operation of a motor vehicle. One (1) year experience operating a commercial motor vehicle and one (1) year in a customer service environment is preferred. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 12)

The Nez Perce Tribe Department of Executive Direction/Appaloosa Express Transit System is recruiting for: **TWO (2) BUS OPERATOR(S) HR-18-120 (LAPWAI)** on-call. To operate "Appaloosa Express" tribal transit buses on prescribed routes as assigned. Requires an Idaho Commercial Driver's License (Class C CDL) to include passenger endorsement. No Driving While intoxicated (DWI) conviction within the last thirty-six (36) consecutive months; not more than one (1) DWI on entire driving record; and not more than three (3) moving violation convictions with the last thirty-six (36) months. Must pass the Department of Transportation (DOT) physical (medical) exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list, which includes a drug screen in order to operate Appaloosa Express vehicles. Class description available at the NPT Human Resources Department. Must have five (5) years' experience in the operation of a motor vehicle. One (1) year experience operating a commercial motor vehicle and one (1) year in a customer service environment is preferred.




Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 12)

The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (ENTRY LEVEL) HR-18-187** full-time regular. To protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a high school diploma/GED, and college level education preferred. Requires proof of U.S. citizenship. Entry level officer must be at least twenty one (21) years of age. The selected candidate must successfully complete an honesty interview and polygraph, physical test, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Must not have a dishonorable, bad conduct or discharge other than honorable from the military service. Requires a positive work history that reflects strong work ethic, good character and a willingness to learn and follow instruction. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. Class description available at the NPT Human Resources Department. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 15)

The Nez Perce Tribe Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **COOK HR-19-189 (LAPWAI)** full-time regular. To ensure quality service and planning of meals which meet the children's needs in a Head Start, Early Head Start, and CCDF setting and complies with tribal, federal, state, and local regulations. Requires a High School Diploma/GED or specialized vocational training, and three (3) months experience in volume food preparation and cooking; to include cycle menu planning, purchasing and inventory, food demonstration, and ability to communicate effectively and teach in the classroom and parent and staff training. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Incumbent shall obtain Food Handler's card within ninety (90) days of hire. Requires a background check, physical exam, and TB test prior to appointment. Must obtain CPR and First Aid Certification within ninety (90) days from date of employment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive within the last three (3) years. **Open until filled.** (Grade 5)


**Re-Advertise:** The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (LATERAL) HR-19-185** full-time. To direct staff and protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city state, and federal laws, ordinances, codes and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develop work methods and sequences under general supervision. Prefer to be willing to reside within the boundaries of the Nez Perce Reservation or resides within a thirty (30) mile radius of assigned workplace and responds from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls.



Requires a High School Diploma/GED or equivalent and formal training, special courses, or self-education equivalent to satisfactory completion of one (1) year of college education or specialized advanced training in Law Enforcement or a closely related field. Requires proof of U.S. citizenship. Lateral entry officer must be at least twenty one (21) years of age. Requires basic police officer training course graduation certificate from the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officers Standards and Training (POST) Academy from any state. Selected candidate must successfully complete an honesty interview and polygraph, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Requires at least two (2) years of continuous law enforcement service as an active member of a Federal, State, Tribal, County, Municipal, or local police law enforcement agency or department. Class description available at the NPT Human Resources Department. NPT Police Department application forms are available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) from the state(s) where you have been licensed to drive within the last three years. **Open until filled.** (Grade 16)

**Revised (7/29/20):** The Nez Perce Tribe Department of Technology/Wireless is recruiting for: **CABLE TECHNICIAN III HR-20-101** full-time regular. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED. Background check is required within the first three (3) months of employment. Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience to project needs and six (6) months leadership experience preferred. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 10)

**Revised (7/29/20):** The Nez Perce Tribe Department of Technology/Wireless is recruiting for: **CABLE TECHNICIAN III HR-20-102** This position will be four (4) ten (10) hour days; Friday, Saturday, Sunday and Monday, and work holidays. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED. Background check is required within the first three (3) months of employment. Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience to project needs and six (6) months leadership experience preferred.




Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 10)

The Nez Perce Tribe Department of Law & Justice is recruiting for: **ASSOCIATE JUDGE HR-20-104** part-time. To preside over civil, criminal, and juvenile matters heard in the Nez Perce Tribal Court, to assist the Tribal Court Chief Judge in scheduling hearings and other court matters, and to preside over specialty court matters (for example, Healing to Wellness Court) as needed and assigned. Responsible for legal decision-making, application of relevant law to facts to reach conclusions, for training, planning, fiscal management, policy, and reporting. Works within broad policy and organizational guidelines; independently plans and implements projects; reports progress of major activities through periodic conferences and meeting. Supervised by the Chief Judge. Requires State Bar membership in good standing. Requires a Law (Juris Doctor) degree. Requires at two (2) years' litigation experience, with litigation experience in a tribal court preferred. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 27)

**Extended:** The Nez Perce Tribe Department of Administration is recruiting for: **SECURITY GUARD HR-20-110** temporary full-time. To protect and secure the assets of the Nez Perce Tribe. Responsible for area patrols, written reports, and customer/staff safety. Works according to set procedures under direct supervision. Requires a High School Diploma/GED and formal training, special courses, or self-education equivalent to satisfactory completion of one (1) year of college education or specialized advanced training in security procedures and protocols, or a closely related field. Requires over six (6) months experience. Must possess CPR/First Aid Certificates. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 8)


The Nez Perce Tribe Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **EARLY HEAD START PROGRAM ASSISTANT(S) HR-20-123 (LAPWAI)** full-time position August through May (nine (9) months), thirty two (32) hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to children and their families; Requires working with children 0-5 years of age; Requires light work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson plans. Attend and participate in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition.



Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background check/fingerprint check, physical exam, and TB test prior to appointment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled.** (Grade 6)

The Nez Perce Tribe Police Department is recruiting for: **K9 POLICE OFFICER (LATERAL) HR-20-125** full-time regular. To direct staff and protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develop work methods and sequences under general supervision. Prefer to be willing to reside within the boundaries of the Nez Perce Reservation or reside within a thirty (30) mile radius of assigned workplace and responds from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires Associate's degree or equivalent formal training, special courses, or self-education equivalent to satisfactory completion of two (2) years of college education (48 credits) or specialized advanced training in Law Enforcement or a closely related field. Requires proof of U.S. citizenship. Lateral entry officer must be twenty one (21) years of age. Requires basic police officer training course graduation certificate from the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officers Standards and Training (POST) Academy from any state. Selected candidate must successfully pass the Nez Perce Tribe Police Department Physical Assessment Course. Outside candidates must successfully complete an honesty interview and polygraph, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. Requires successful completion of K9 Narcotic Scent and Human Scent Tracking Detection Training and successfully obtaining the Idaho State Controlled Substance and Human Tracking Certification as a requirement of continued employment. The successful candidate must sign the Nez Perce Tribal Police Department Training Reimbursement Agreement which requires the selected candidate to retain his/her employment with the Nez Perce Tribe Police Department for a period of five (5) years. Requires at two (2) years of continuous law enforcement service as an active member of a Federal, State, Tribal, County, Municipal, or local police law enforcement agency or department. NPT Police Department application forms are available at the NPT Human Resources Department. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 16)

The Nez Perce Tribe Police Department is recruiting for: **DETECTIVE I HR-20-126** full-time regular. Requires current certification in law enforcement officer training. Responds to serious violent crimes. Expertly interprets and enforces tribal, federal and state laws and regulations specifically related to complex criminal investigations. Responsible for initiating and completing investigations of violent crimes against persons; property crimes resulting in substantial loss and/or damage; conducts search and seizure; covert surveillance activities; implementation of raid and arrest briefings; participates in the investigation of clandestine drug laboratories; investigates complex narcotic conspiracy cases, undercover investigations and complex financial investigations; represents the Nez Perce Tribal Police Dept. while working cooperatively with a variety of law enforcement organizations such as the United States Attorney's Office; Federal Bureau of Investigation (FBI); Drug Enforcement Agency (DEA); Bureau of Indian Affairs (BIA);




Homeland Security Investigations (HSI) and Idaho State Police as well as Tribal Law Enforcement Agencies from numerous reservations. Requires in addition to completed Peace Officers Standards and Training (POST), or Federal Law Enforcement Center (FLETC), or Indian Police Academy (IPA) training and certification. Hold permanent status as (preferred) a Nez Perce Tribe Police Officer or as a Lateral Police Officer of a Federal, Tribal, State, county, municipal, or local police law enforcement agency or department. Nez Perce Tribe Police must have completed an acceptable law enforcement academy and have at least two (2) years law enforcement experience. Must have demonstrated acceptable proficiency in report writing, investigative and interviewing/interrogation skills. Must be organized and have demonstrated the ability to complete assigned tasks and investigations with minimum supervision. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 16)

The Nez Perce Tribe Environmental Restoration & Waste Management (ERWM) Program is recruiting for: **HYDROGEOLOGIST SPECIALIST HR-20-145** full-time regular. Will be responsible for reviewing, analyzing, and developing written comments on activities at the Hanford Site. Requires Bachelor's degree or Master's degree or PhD in Geology, Geochemistry, Geophysics, Environmental Science, Nuclear Science, Soils or a closely related field. Requires five (5) years professional experience with Bachelor's or three (3) years professional experience with Master's, or two (2) years professional experience with PhD. Experience must be at a professional level. Requires two (2) years supervisory experience. Required knowledge, skills and experience with; the development of experimental study designs, advanced statistical analysis, monitoring and evaluation of large scale management programs, report writing, journal publications and professional presentations. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 22)

**Revised Job Description:** The Nez Perce Tribe Water Resources Division is recruiting for: **WASTEWATER & WATER OPERATOR /LAB ANALYST TECHNICIAN IV HR-20-138** full-time regular. The Nez Perce Tribe Utilities Program operates and maintains three (3) water systems (North Lapwai, South Lapwai, and Kamiah), a MBR wastewater treatment plant which serves the Lapwai Valley and a sewer system in Kamiah which serves two (2) Nez Perce Tribe housing developments. Requires six (6) years of relevant experience, wastewater operator certification at a Level II, and a laboratory background. And the ability to attain a Level III within one (1) year of hire. Secondary certification in water operation desired; not required. Must maintain 6CEU's per year to maintain certification. Requires six (6) years experience to project needs. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 15)

The Nez Perce Tribe Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **COOK HR-20-152 (KAMIAH)** full-time regular. To ensure quality service and planning of meals which meet the children's needs in a Head Start, Early Head Start, and CCDF setting and complies with Tribal, federal, state, and local regulations.




Requires a High School Diploma/GED or specialized vocational training, and three (3) months experience in volume food preparation and cooking; to include cycle menu planning, purchasing, inventory, food demonstration, ability to communicate effectively, teach in the classroom and parent and staff training. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Incumbent shall obtain Food Handler's card within ninety (90) days of hire. Requires a background check, physical exam, and TB test prior to appointment. Must obtain CPR and First Aid Certification within ninety (90) days from date of employment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive within the last three (3) years. **Open until filled.** (Grade 5)

The Nez Perce Tribe Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **EARLY HEAD START PROGRAM ASSISTANT HR-20-156 (KAMIAH)** August through May, 30-32hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to children and their families; Requires working with children 0-5 years of age; Requires light work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson plans. Attend and participate in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition. Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background check/fingerprint check, physical exam, and TB test prior to appointment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled.** (Grade 6)

**Extended:** The Nez Perce Tribe Department of Social Services is recruiting for: **CHILD PROTECTION RESOURCE CASEWORKER II HR-20-148** full-time regular. The purpose of the class is to investigate child abuse or neglect cases. Responsible for conducting investigations, making referrals, and providing intervention resources to children at-risk of entering the child protection system. The incumbent of this position is responsible for the protection of Nez Perce Children, family preservation and brokering resources to children and their families. Will provide risk assessment, intake, and investigation referrals, dealing with abuse and neglect. Will be responsible for considerable knowledge of the laws governing child protection including the Nez Perce Tribal Law & Order Code and the Indian Child Welfare Act. Will assist in training and supervising in the department. Will be responsible for reporting and grant administration. Requires Bachelor's degree in Social Work, Counseling, Psychology, or a closely relate field with three (3) years' experience in the field, or a Master's degree with one (1) year experience in the field. Requires Social Work or Investigative experience working with children and families. Requires one (1) year supervisory experience. Requires grant administration and writing experience. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 16)






**Extended:** The Nez Perce Tribe Environmental Restoration & Waste Management (ERWM) Program is recruiting for: **HANFORD LONG TERM STEWARDSHIP COORDINATOR HR-20-146** full-time regular. The position will be responsible for reviewing, analyzing, and developing written comments on activities at the Hanford Site. Requires a Bachelor's degree or Master's degree or PhD in Natural Resource, Environmental Science, Nuclear Science, Soils or a closely related field. Requires 8-years professional experience with Bachelor's or 5-years professional experience with Master's, or 2-years professional experience with PhD. Experience must be at a professional level. Requires three (3) year supervisory. Required knowledge, skills and experience with; the development of experimental study designs, advanced statistical analysis, monitoring and evaluation of large scale management programs, report writing, journal publications and professional presentations. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 24)

The Nez Perce Tribe Early Childhood Development is recruiting for: **EARLY HEAD START TEACHER(S) HR-20-167 (KAMIAH)** full-time position August through May (nine (9) months), forty (40) hours per week, Monday through Friday. To guide and assist in the classroom activities. Responsible for planning, implementing and evaluating educational activities in compliance with the Head Start Performance Standards. Works within a general outline of work to be performed, developing work methods and sequences under general supervision. Must obtain CPR, First Aid Certification and Food Handler's card within for forty five (45) days from date of employment. Requires high school diploma/GED and CDA certification; or three (3) college credits in early childhood education with requirement that incumbent shall obtain CDA certification within four (4) months of hire. Requires previous experience working with children 0-5 years of age. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Demonstrate knowledge and ability to apply early childhood education philosophy dealing with the "whole Child" to include working with special needs children. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 7)

The Nez Perce Tribe Department of Law & Justice is recruiting for: **PUBLIC DEFENDER HR-20-172** full-time regular. Applicant must provide evidence of a Juris Doctorate degree from an accredited college of law, and of active membership in good standing in a State Bar Association and be licensed to practice in Tribal Court. Applicant must have two (2) years documented successful litigation experience as a practicing criminal defense attorney or prosecutor, preferably in a Tribal court. Requires verification of successful litigation experience by a letter of recommendation from the immediate supervisor, or by providing contact information from the immediate supervisor for a follow-up reference check. Applicant must demonstrate an understanding of Tribal, federal, and state law and multijurisdictional issues which often arise in litigation in Tribal Court. Excellent legal research and writing skills preferred. Please provide a legal writing sample with application, and resume. This is an exempt position with includes generous health insurance and other benefits. Salary based on record of successful litigation experience and demonstrated legal expertise. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 24)



**Extended:** The Nez Perce Tribe Social Service/ TANF (Temporary Assistance for Needy Families) Program is recruiting for: **CASE ASSISTANT HR-20-176** regular full-time. To assist with providing administrative and clerical support and case management to the assigned department. The Case Assistant will be responsible for answering telephones, fielding questions from the public, scheduling appointments and creating and maintaining files. Responsible for general reception duties, records management, and data processing under general supervision. Perform varied technical work in determining eligibility of applicants and continuous eligibility of recipients through interactive interviewing, verification, research and recommendation for new and on-going clients. Assists Director in routine and complex office work. Requires an Associate's degree in social services, human services, behavioral sciences or a closely related field. Three (3) years of related experience is equivalent to one (1) year of college. Requires one (1) year work experience in computer desktop applications, office management and working in a customer focused environment assisting clients, staff, and the general public. Experience working in a Native American community and low income families with knowledge of and experience in compliance with organizational policies established procedures, regulatory requirements, and state and federal programs preferred. Highly organized and attention to detail with strong oral and written communications skills. Positive employment history and demonstrated team work. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 14)

The Nez Perce Tribe Social Service Department is recruiting for: **'init "HOME COORDINATOR HR-20-177** regular full-time. This position is under the direct supervision of the Indian Child Welfare Director. This class is to follow grant requirements for the development and implementation of the 'init "Home", a sober living home comprised of high-risk-high-need youth and adolescents ranging from ages 13-18 years old. To provide administrative duties, staff supervision and provide coordination of clients services. Responsible for implementing rules and guidelines for staff and home residents. To coordinate meeting, appointments, referrals, activities, and other duties as assigned. May work irregular work hours including on weekends and expected to live a drug and alcohol-free lifestyle. Requires two (2) years of college (48 credits). Three (3) years of relevant experience may be substituted for each year of required college education. Computer proficiency in word processing and spreadsheets is preferred. Requires experience working with people in recovery, including the 12 Step process or ability to be a sponsor of NA/AA members. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **This position closes 10/23/20.** (Grade 15)

The Nez Perce Tribe Executive Direction is recruiting for: **MANAGER IV-DEPUTY EXECUTIVE DIRECTOR HR-20-178** regular full-time. This class is primarily responsible to assist the Executive Director to provide intradepartmental, intertribal, and interagency level coordination. Requires Bachelor's degree (Master's preferred). Requires ten (10) years professional level experience (7 (seven) years' experience with a Master's degree), three (3) years of supervisory experience, knowledge and experience in management, and policy required. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **This position closes 10/23/20.** (Grade 28)




## ***Open to ALL qualified applicants: (General Public)***

The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (ENTRY LEVEL) HR-18-187** full-time regular. To protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call recalled to duty for emergencies and manning shortfalls. Requires a high school diploma/GED, and college level education preferred. Requires proof of U.S. citizenship. Entry level officer must be at least twenty one (21) years of age. The selected candidate must successfully complete an honesty interview and polygraph, physical test, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Must not have a dishonorable, bad conduct or discharge other than honorable from the military service. Requires a positive work history that reflects strong work ethic, good character and a willingness to learn and follow instruction. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. Class description available at the NPT Human Resources Department. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 15)

The Nez Perce Tribe Department of Law & Justice is recruiting for: **ASSOCIATE JUDGE HR-20-104** part-time. To preside over civil, criminal, and juvenile matters heard in the Nez Perce Tribal Court, to assist the Tribal Court Chief Judge in scheduling hearings and other court matters, and to preside over specialty court matters (for example, Healing to Wellness Court) as needed and assigned. Responsible for legal decision-making, application of relevant law to facts to reach conclusions, for training, planning, fiscal management, policy, and reporting. Works within broad policy and organizational guidelines; independently plans and implements projects; reports progress of major activities through periodic conferences and meeting. Supervised by the Chief Judge. Requires State Bar membership in good standing. Requires a Law (Juris Doctor) degree. Requires at two (2) years' litigation experience, with litigation experience in a tribal court preferred. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 27)

***Revised (7/29/20):*** The Nez Perce Tribe Department of Technology/Wireless is recruiting for: **CABLE TECHNICIAN III HR-20-101** full-time regular. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED.




Background check is required within the first three (3) months of employment. Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience to project needs and six (6) months leadership experience preferred. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 10)

**Revised (7/29/20):** The Nez Perce Tribe Department of Technology/Wireless is recruiting for: **CABLE TECHNICIAN III HR-20-102** This position will be four (4) ten (10) hour days; Friday, Saturday, Sunday and Monday, and work holidays. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED. Background check is required within the first three (3) months of employment. Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience to project needs and six (6) months leadership experience preferred. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 10)

**Extended:** The Nez Perce Tribe Department of Administration is recruiting for: **SECURITY GUARD HR-20-110** temporary full-time. To protect and secure the assets of the Nez Perce Tribe. Responsible for area patrols, written reports, and customer/staff safety. Works according to set procedures under direct supervision. Requires a High School Diploma/GED and formal training, special courses, or self-education equivalent to satisfactory completion of one (1) year of college education or specialized advanced training in security procedures and protocols, or a closely related field. Requires over six (6) months experience. Must possess CPR/First Aid Certificates. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 8)


The Nez Perce Tribe Police Department is recruiting for: **K9 POLICE OFFICER (LATERAL) HR-20-125** full-time regular. To direct staff and protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develop work methods and sequences under general supervision. Prefer to be willing to reside within the boundaries of the Nez Perce Reservation or reside within a thirty (30) mile radius of assigned workplace and responds from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires Associate's degree or equivalent formal training, special courses, or self-education equivalent to satisfactory completion of two (2) years of college education (48 credits) or specialized advanced training in Law Enforcement or a closely related field. Requires proof of U.S. citizenship.



Lateral entry officer must be twenty one (21) years of age. Requires basic police officer training course graduation certificate from the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officers Standards and Training (POST) Academy from any state. Selected candidate must successfully pass the Nez Perce Tribe Police Department Physical Assessment Course. Outside candidates must successfully complete an honesty interview and polygraph, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. Requires successful completion of K9 Narcotic Scent and Human Scent Tracking Detection Training and successfully obtaining the Idaho State Controlled Substance and Human Tracking Certification as a requirement of continued employment. The successful candidate must sign the Nez Perce Tribal Police Department Training Reimbursement Agreement which requires the selected candidate to retain his/her employment with the Nez Perce Tribe Police Department for a period of five (5) years. Requires at two (2) years of continuous law enforcement service as an active member of a Federal, State, Tribal, County, Municipal, or local police law enforcement agency or department. NPT Police Department application forms are available at the NPT Human Resources Department. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 16)

The Nez Perce Tribe Police Department is recruiting for: **DETECTIVE I HR-20-126** full-time regular. Requires current certification in law enforcement officer training. Responds to serious violent crimes. Expertly interprets and enforces tribal, federal and state laws and regulations specifically related to complex criminal investigations. Responsible for initiating and completing investigations of violent crimes against persons; property crimes resulting in substantial loss and/or damage; conducts search and seizure; covert surveillance activities; implementation of raid and arrest briefings; participates in the investigation of clandestine drug laboratories; investigates complex narcotic conspiracy cases, undercover investigations and complex financial investigations; represents the Nez Perce Tribal Police Dept. while working cooperatively with a variety of law enforcement organizations such as the United States Attorney's Office; Federal Bureau of Investigation (FBI); Drug Enforcement Agency (DEA); Bureau of Indian Affairs (BIA); Homeland Security Investigations (HSI) and Idaho State Police as well as Tribal Law Enforcement Agencies from numerous reservations. Requires in addition to completed Peace Officers Standards and Training (POST), or Federal Law Enforcement Center (FLETC), or Indian Police Academy (IPA) training and certification. Hold permanent status as (preferred) a Nez Perce Tribe Police Officer or as a Lateral Police Officer of a Federal, Tribal, State, county, municipal, or local police law enforcement agency or department. Nez Perce Tribe Police must have completed an acceptable law enforcement academy and have at least two (2) years law enforcement experience. Must have demonstrated acceptable proficiency in report writing, investigative and interviewing/interrogation skills. Must be organized and have demonstrated the ability to complete assigned tasks and investigations with minimum supervision. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 16)

The Nez Perce Tribe Environmental Restoration & Waste Management (ERWM) Program is recruiting for: **HYDROGEOLOGIST SPECIALIST HR-20-145** full-time regular. Will be responsible for reviewing, analyzing, and developing written comments on activities at the Hanford Site. Requires Bachelor's degree or Master's degree or PhD in Geology, Geochemistry, Geophysics, Environmental Science,




Nuclear Science, Soils or a closely related field. Requires five (5) years professional experience with Bachelor's or three (3) years professional experience with Master's, or two (2) years professional experience with PhD. Experience must be at a professional level. Requires two (2) years supervisory experience. Required knowledge, skills and experience with; the development of experimental study designs, advanced statistical analysis, monitoring and evaluation of large scale management programs, report writing, journal publications and professional presentations. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 22)

**Revised Job Description:** The Nez Perce Tribe Water Resources Division is recruiting for: **WASTEWATER & WATER OPERATOR /LAB ANALYST TECHNICIAN IV HR-20-138** full-time regular. The Nez Perce Tribe Utilities Program operates and maintains three (3) water systems (North Lapwai, South Lapwai, and Kamiah), a MBR wastewater treatment plant which serves the Lapwai Valley and a sewer system in Kamiah which serves two (2) Nez Perce Tribe housing developments. Requires six (6) years of relevant experience, wastewater operator certification at a Level II, and a laboratory background. And the ability to attain a Level III within one (1) year of hire. Secondary certification in water operation desired; not required. Must maintain 6CEU's per year to maintain certification. Requires six (6) years experience to project needs. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 15)

The Nez Perce Tribe Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **EARLY HEAD START PROGRAM ASSISTANT(S) HR-20-123 (LAPWAI)** full-time position August through May (nine (9) months), thirty two (32) hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to children and their families; Requires working with children 0-5 years of age; Requires light work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson plans. Attend and participate in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition. Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background check/fingerprint check, physical exam, and TB test prior to appointment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled.** (Grade 6)

The Nez Perce Tribe Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **COOK HR-19-189 (LAPWAI)** full-time regular. To ensure quality service and planning of meals which meet the children's needs in a Head Start, Early Head Start, and CCDF setting and complies with tribal, federal, state, and local regulations. Requires a High School Diploma/GED or specialized vocational training,




and three (3) months experience in volume food preparation and cooking; to include cycle menu planning, purchasing and inventory, food demonstration, and ability to communicate effectively and teach in the classroom and parent and staff training. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Incumbent shall obtain Food Handler's card within ninety (90) days of hire. Requires a background check, physical exam, and TB test prior to appointment. Must obtain CPR and First Aid Certification within ninety (90) days from date of employment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive within the last three (3) years. **Open until filled.** (Grade 5)

The Nez Perce Tribe Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **COOK HR-20-152 (KAMIAH)** full-time regular. To ensure quality service and planning of meals which meet the children's needs in a Head Start, Early Head Start, and CCDF setting and complies with Tribal, federal, state, and local regulations. Requires a High School Diploma/GED or specialized vocational training, and three (3) months experience in volume food preparation and cooking; to include cycle menu planning, purchasing, inventory, food demonstration, ability to communicate effectively, teach in the classroom and parent and staff training. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Incumbent shall obtain Food Handler's card within ninety (90) days of hire. Requires a background check, physical exam, and TB test prior to appointment. Must obtain CPR and First Aid Certification within ninety (90) days from date of employment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) where you have been licensed to drive within the last three (3) years. **Open until filled.** (Grade 5)

The Nez Perce Tribe Department of Mamáy'asnim Hitéemenwees (Children's Place of Learning) is recruiting for: **EARLY HEAD START PROGRAM ASSISTANT HR-20-156 (KAMIAH)** August through May, 30-32hrs. per week, Monday through Thursday. To assist the program as directed in delivery of services to children and their families; Requires working with children 0-5 years of age; Requires light work that involves walking, standing, kneeling, stooping, bending, sitting on chair or floor, and carrying or lifting up to 50 pounds on a recurring basis. Promotion of clean safe, and cheerful environment for children, also establishing and maintaining consistency of rules. Assists in all phases of classroom operations. Assist with children in daily classroom functions; eat and interact with children at meal times, serving as an appropriate model to the children. As directed by Lead Teacher or Teacher Assistant prepare materials as needed to carry out weekly lesson plans. Attend and participate in staff meeting, training programs, and teaching workshops; successfully complete CDA certification within six (6) months of appointment, and maintain CDA certification as required. Bus monitoring duties as assigned; actively supervise children at all times. Assists in keeping the building and playground in clean and safe condition. Complete janitorial duties as assigned. Perform other duties/tasks as directed/assigned. Requires High School Diploma/GED. Shall obtain Food Handler's card, CPR and First Aid Certification. Requires criminal background check/fingerprint check, physical exam, and TB test prior to appointment. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. **Open until filled.** (Grade 6)

**Extended:** The Nez Perce Tribe Department of Social Services is recruiting for: **CHILD PROTECTION RESOURCE CASEWORKER II HR-20-148** full-time regular. The purpose of the class is to investigate child abuse or neglect cases.




Responsible for conducting investigations, making referrals, and providing intervention resources to children at-risk of entering the child protection system. The incumbent of this position is responsible for the protection of Nez Perce Children, family preservation and brokering resources to children and their families. Will provide risk assessment, intake, and investigation referrals, dealing with abuse and neglect. Will be responsible for considerable knowledge of the laws governing child protection including the Nez Perce Tribal Law & Order Code and the Indian Child Welfare Act. Will assist in training and supervising in the department. Will be responsible for reporting and grant administration. Requires Bachelor's degree in Social Work, Counseling, Psychology, or a closely related field with three (3) years' experience in the field, or a Master's degree with one (1) year experience in the field. Requires Social Work or Investigative experience working with children and families. Requires one (1) year supervisory experience. Requires grant administration and writing experience. Class description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 16)

**Extended:** The Nez Perce Tribe Environmental Restoration & Waste Management (ERWM) Program is recruiting for: **HANFORD LONG TERM STEWARDSHIP COORDINATOR HR-20-146** full-time regular. The position will be responsible for reviewing, analyzing, and developing written comments on activities at the Hanford Site. Requires a Bachelor's degree or Master's degree or PhD in Natural Resource, Environmental Science, Nuclear Science, Soils or a closely related field. Requires 8-years professional experience with Bachelor's or 5-years professional experience with Master's, or 2-years professional experience with PhD. Experience must be at a professional level. Requires three (3) year supervisory. Required knowledge, skills and experience with; the development of experimental study designs, advanced statistical analysis, monitoring and evaluation of large scale management programs, report writing, journal publications and professional presentations. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 24)

The Nez Perce Tribe Early Childhood Development is recruiting for: **EARLY HEAD START TEACHER(S) HR-20-167 (KAMIAH)** full-time position August through May (nine (9) months), forty (40) hours per week, Monday through Friday. To guide and assist in the classroom activities. Responsible for planning, implementing and evaluating educational activities in compliance with the Head Start Performance Standards. Works within a general outline of work to be performed, developing work methods and sequences under general supervision. Must obtain CPR, First Aid Certification and Food Handler's card within for forty five (45) days from date of employment. Requires high school diploma/GED and CDA certification; or three (3) college credits in early childhood education with requirement that incumbent shall obtain CDA certification within four (4) months of hire. Requires previous experience working with children 0-5 years of age. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Demonstrate knowledge and ability to apply early childhood education philosophy dealing with the "whole Child" to include working with special needs children. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 7)





The Nez Perce Tribe Department of Law & Justice is recruiting for: **PUBLIC DEFENDER HR-20-172** full-time regular. Applicant must provide evidence of a Juris Doctorate degree from an accredited college of law, and of active membership in good standing in a State Bar Association and be licensed to practice in Tribal Court. Applicant must have two (2) years documented successful litigation experience as a practicing criminal defense attorney or prosecutor, preferably in a Tribal court. Requires verification of successful litigation experience by a letter of recommendation from the immediate supervisor, or by providing contact information from the immediate supervisor for a follow-up reference check. Applicant must demonstrate an understanding of Tribal, federal, and state law and multijurisdictional issues which often arise in litigation in Tribal Court. Excellent legal research and writing skills preferred. Please provide a legal writing sample with application, and resume. This is an exempt position with includes generous health insurance and other benefits. Salary based on record of successful litigation experience and demonstrated legal expertise. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.** (Grade 24)


**To apply:** Recruitments for *Entry Level Positions (Grade 15 and below)* will require a completed Tribal application only. Recruitments for *Professional Positions (Grade 16 and above)* will require a completed Tribal application and resume. **Please submit one application per position:**

Nez Perce Tribe Human Resources Office  
ATTN: **Job Name & No.**  
P.O. Box 365  
Lapwai, Idaho, 83540  
Phone (208) 843-7332 Fax (208) 843-7414

**LATE OR INCOMPLETE APPLICATION PACKETS WILL NOT BE CONSIDERED. Tribal Preference applies.** [www.nezperce.org](http://www.nezperce.org)

### **OTHER EMPLOYMENT OPPORTUNITIES**

- **NWIC is recruiting for: COVID-19 Maintenance & Sanitization Worker.** This is part-time employment at 20 hours per week for 7 months. Position funded by the COVID-19 CARES Act grant and all duties will be focused toward the preparation and safety management of all students and staff during this pandemic. The salary placement upon hire is based on the selected candidate's education and relevant work experience as outlined in the job announcement and the established salary schedule for the classification of position to be filled. For more information and how to apply go to [www.nwic.edu](http://www.nwic.edu). **Open until filled (As soon as possible.)**
- **Lapwai School District is recruiting for: Food Service Cook (F/T), Intervention Aide, and a middle school Football Assistant.** Applications can be found on our website [www.lapwai.org](http://www.lapwai.org), or contact Connie Desjarlais at the District Office: (208) 843-2622 at ext. 201. **Positions are open until filled.**
- **AVISTA is recruiting for: CAD Drafter, Physical Security Program Manager, Business Continuity Coordinator, Supply Chain Services & Application Coordinator, Journeyman Lineman, Clark Fork River Living Facilities Lead, System Operator - EIM/Reliability, and a Control Operator.** For more information and how to apply go to [www.myavista.com](http://www.myavista.com). **Closing dates vary with positions and locations.**

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- **The Nez Perce Tribal Housing Authority (NPTHA) is recruiting for: Maintenance/Construction Worker.** For our rental units in the Lapwai area. Minimum four years' experience in residential maintenance/construction, high school diploma or GED, valid driver's license and be insurable. Skilled in home repairs, construction knowledge in carpentry, plumbing, electrical, roofing, sheet rocking and painting. Legible writing, ability to document all work performed on appropriate forms, communication skills and great customer service. Excellent benefits, Tribal & Indian Preference will apply. The NPTHA reserves the right to transform this position into a training position if sufficient Indian Preference applications are not received. Submit NPTHA employment application to: Nez Perce Tribal Housing Authority, P.O. Box 188, Lapwai, ID 83540. More info: (208) 843-2229. **Open until filled.**
  - **Confederated Tribes of the Umatilla Indian Reservation is recruiting for numerous positions.** To view positions and how to apply go to <https://ctuir.org>. **Closing dates vary with positions.**
  - **Couple of great website's to look for employment in your area (On-going).** Idaho Department of Labor: <https://labor.idaho.gov/dnn/JobSeekers.aspx>, and indeed.com at [www.indeed.com](http://www.indeed.com).

**THE NEZ PERCE TRIBE IS SEEKING BIDS FOR**

**THE DESIGN, CONSTRUCTION, DELIVERY AND INSTALLATION OF MODULAR OFFICE BUILDINGS AT LAPWAI (2) AND LENORE (1) FISHERIES FACILITIES**

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**PRODUCTS DUE:** The Contractor will provide the following Service:

- Design, build, deliver and install three (3) - 6 office, 2 restroom, & 1 conference room business modulares for the Nez Perce Tribal Production/Harvest divisions located in Lapwai, ID (2) and the Nez Perce Tribal Hatchery located in Lenore, ID (1).
- Building size of approximately 24' x 60' and 1440 square feet.
- Must meet the Americans with Disabilities Act (ADA) Standards.

Design, delivery and installation will be coordinated with Mike Key, FCAP Project Leader, Production Division, DFRM, he can be reached at (208) 843-7320 for further information.

Interested Contractors may send their bids to Nez Perce Tribe Fisheries Production, ATTN: Mike Key, P.O. Box 365, Lapwai, ID 83540, by fax at (208) 843-2351 or emailed to [mikek@nezperce.org](mailto:mikek@nezperce.org)

**Bids must be received at the Fisheries Production office no later than 4:30PM on October 19, 2020.**



**THE NEZ PERCE TRIBE IS SEEKING BIDS FOR  
PORTABLE PULL BEHIND TRAVEL RV TRAILERS (8) FOR USE IN PROJECTS  
IN REMOTE AREAS**

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**.PRODUCTS DUE:** The Vendor will provide the following:

- Proposal providing sale of new unused bumper pull behind travel RV trailers for use in remote field sites, 8 trailers in total.
- Travel Trailer specifications:
  - Five (5) trailers less than or equal to 31 feet overall length from the bumper pull hitch to the rear bumper of the trailer.
  - Three (3) trailers less than or equal to 26 feet overall length from the bumper pull hitch to the rear bumper of the trailer.
- All eight (8) trailers need to include: be new and unused, slide out to provide additional living space, two (2) marine RV batteries, two (2) propane tanks, necessary equipment to dump gray and black water tanks, equipment necessary to hook up to potable water source.

Design and questions will be coordinated with Jason Vogel, Research Division Director, DFRM, he can be reached at (208) 621-3602 for further information.

Interested vendors may send their bids to Nez Perce Tribe Fisheries Production, ATTN: Jason Vogel, P.O. Box 365, Lapwai, ID 83540, by fax at (208) 843-9184 or emailed to [jasonv@nezperce.org](mailto:jasonv@nezperce.org)

**Bids must be received at the Fisheries Research office no later than 4:30PM on October 23, 2020.**



**PUBLIC LANDS**



# **VIRTUAL RECRUITMENT EVENT**

**Wed, Oct 28th  
5:00pm - 7:00pm**

How to join: Follow the registration link below to receive the Zoom meeting information to join!

Join us in learning how to apply for summer jobs with the US Forest Service, and National Park Service! Hiring managers will be online to review resumes, answer questions about specific programs, and provide a USAJobs tutorial!

**Register at:**  
**[publiclands2021.eventbrite.com](https://publiclands2021.eventbrite.com)**

**Online  
Event!**

**Get paid to work  
outside**

**Gain valuable  
experience serving  
your community**

**Have your resume  
reviewed by  
USFS & NPS  
professionals**

**Discover and  
develop new skills**

## **QUESTIONS?**

Contacts:

Drew Slaney  
[drew.slaney@usda.gov](mailto:drew.slaney@usda.gov)

Liz Cusanelli  
[elizabeth.cusanelli@usda.gov](mailto:elizabeth.cusanelli@usda.gov)