



Nez Perce Tribal Enterprises
P. O. Box 327
Lewiston, ID 83501
PH: 208-746-0723 Fax: 208-746-2845

In accordance with NPTEC Administrative Actions January 24, 2017 all current NPTE employees, current employees from other entities (NPT, Nimiipuu Health, NPT Housing, & Law & Justice), and enrolled Nez Perce Tribal members will be considered for all "In House" employment. TRIBAL PREFERENCE WILL APPLY.

JOB OPENINGS
January 23, 2023

ALL ARE ENCOURAGED TO APPLY ONLINE @ crcasino.com

New minimum starting wage \$15.00/hr (excluding specific tippable positions)

IN-HOUSE POSITIONS:

CLEARWATER RIVER CASINO & LODGE (LEWISTON, ID)

TRAINING SPECIALIST << ([CRC-23-003/Gaming/Full-Time](#)): The purpose of the class is to implement training modules/presentations for the Nez Perce Tribal Enterprise to assure team member competence in their employment. Requires two (2) years of college courses in education, Human Resources management, Business Admin, or related field; Associates Degree preferred. Requires valid driver's license. Certification as TIPS trainer, first aid/CPR, Title 31 preferred. Requires two (2) years professional experience in personnel development, training, personnel management, or related experience. Requires working knowledge of applicable Tribal, Federal and State laws as they apply to employment on the reservation. Must have strong organizational skills, good oral communication skills, strong public speaking, and communicating with internal and external guests. Must meet time sensitive deadlines. **Closes: 01/27/23**

OPEN POSITIONS:

F & B SERVER << ([CRC-22-019/Non-gaming/Part-Time](#)): **RE-ADVERTISEMENT** Requires a High School Diploma or GED. Must be able to obtain a valid health card and attend Training for Intervention Procedures (TIPS for serving alcohol) to obtain a card within three (3) months of hire date. Training and/or three (3) month work experience in customer service required. Prior restaurant, cash handling, waiter/waitress experience preferred. Must be 19 years of age. Must have excellent communication skills, both oral and written. Must have positive work history. Pay ranges from **\$12.75 - \$14.79** **Closes: 01/27/23**

GIFT SHOP SUPERVISOR << ([CRC-22-070/Non-gaming/Full-time](#)): This class provides overall leadership, guidance, and direction to the gift shop team member as it strives to provide the highest quality in exceptional guest service standards in meeting, greeting and selling gift shop products to the public. The

purpose of the class is to manage gift shop operations to maximize revenue opportunity through merchandising and selling products that meet the needs of onsite guests, tourists, team members and community members. High School Diploma or GED plus three (3) years of retail experience required. One (1) year in a lead or supervisory capacity preferred. Two (2) years of management/supervisory experience preferred. **Closes: 01/27/23**

JANITOR << (CRC-22-032/Non-gaming/Part-Time): RE-ADVERTISEMENT To be responsible for cleaning and orderly upkeep of the Clearwater River Casino & Lodge, including the administrative offices at each site. Formal or informal education, which ensures the ability to read, write, and understand oral/written instruction. Cleaning or janitorial experience preferred. Pay starts at **\$15.22** **Closes: Open Until Filled**

LINE COOK I << (CRC-22-044/Non-gaming/Part-Time): RE-ADVERTISEMENT To prepare all food in a quick and timely manner ensuring correct food handling and general safety of products and procedures. High school diploma or equivalent and/or specialized training required. Must be able to obtain a valid health card. Line Cook experience, including breakfast, lunch, and dinner, preferred. Customer service experience preferred. Ability to work independently and display creativity; excellent attention to detail in compiling data and reports. Ability to maintain a high level of confidentiality and professionalism. Must have a positive work history. Pay starts at **\$15.22** **Closes: 01/27/23**

MACHINE TECH << (CRC-22-025/Gaming/Full-Time-Re-Advertisement): This position is to perform maintenance and repair functions on video gaming machines. Responsibilities include tools, equipment, and guest service. Requires high school diploma, GED, or specialized vocational training. Must be able to obtain a Nez Perce Tribal Gaming License. Gaming machine experience preferred. Electronic and mechanical experience preferred. Must have excellent communication skills, both oral and written. Must have a positive work history. Pay starts at **\$15.19** **Closes: Open Until Filled**

MAINTENANCE TECHNICIAN II << (CRC-22-039/Non-gaming/Full-Time) To provide assistance in all aspects of building and grounds maintenance for the Nez Perce Tribal Enterprises. Requires Certificate degree preferably in Heating and Air Conditioning or satisfactory completion of one (1) year of college education in related field OR three (3) years of related Requires a valid driver's license with the ability to be insured under the Tribe's policy; CDL preferred (*must provide a copy of driver's license and motor vehicle report (MVR)*). Requires (1) year related experience. Requires operating basic equipment used for moving heavy items such as hand trucks and pallet jacks. must have a positive work history. Pay ranges from **\$15.13- \$24.99** **Closes: Open Until Filled**

PLAYERS CLUB REPRESENTATIVE << (CRC-21-018/Gaming/Part-time): RE-ADVERTISEMENT This position requires a high school diploma or GED, one (1) year of front-line guest service skills and two (2) years of cash handling experience. Must be able to obtain a Nez Perce Tribal Gaming License. Other pre-requisites apply as outlined in class description, including motor vehicle report (MVR). Pay starts at **\$15.19** **Closes: Open Until Filled.**

SALES REPRESENTATIVE << [\(CRC-22-067/Non-Gaming/Full-Time\)](#): The purpose of this position is to sell booking for the Event Center Coordinator & Sales Manager with sales, scheduling, and in-house communications of all booked events. Sales Representatives build relationships with organizations, associations, corporations, non-profit organizations and government agencies to build active client accounts and maintain an active schedule of meetings, conferences, private events, banquets, group activities. Associate's degree preferred from two (2) year college or technical school and two (2) years of relevant sales experience; OR 4 years related sales experience and/or training; or equivalent combination of education and experience. Requires Valid Driver's license. Requires two (2) years of relevant sales experience; OR 4 years related experience and/or training; or equivalent combination of education and experience. Knowledge of desktop publishing and graphics software. Knowledge of Windows XP, Excel, Word and other computer software. **Closes: 01/27/23**

SECURITY OFFICER << [\(CRC-21-003/Gaming/Full-time\)](#): **RE-ADVERTISEMENT** This position requires a high school diploma, GED, or enforcement preferred with superior work ethics and report writing skills, other pre-requisites apply as outlined in class description. Requires a valid driver's license, including motor vehicle report (MVR). Pay starts at **\$15.20** **Closes: Open Until Filled.**

SOFT COUNT CREW WORKER << [\(CRC-22-063/Gaming/Part-Time\)](#): The purpose of the class is to count revenues and verify accuracy of reports. Responsible for compliance with established cash handling/counting/recording procedures. Requires high school diploma or GED. Requires a Nez Perce Tribal Gaming License. Ten-key efficiency and ability to count currency quickly and accurately; six (6) months related (cash handling) work experience preferred. Pay starts at **\$15.65-17.62** **Closes: 01/27/23**

[ITSE' YE YE CASINO \(KAMIAH, ID\):](#)

DROP CREW WORKER << [\(IYY-22-016/Gaming/Part-time\)](#): The purpose of the job is extract money from gaming machines and audit revenues. The job is responsible for equipment, revenues, and shift assignments. Requires high school diploma or equivalent, or specialized vocational training. One month demonstrated work experience preferred. Must be able to obtain a Nez Perce Tribal Gaming Key License. Pay ranges from **\$15.65 - \$17.62** **Closes: 01/27/23**

F&B CASH HANDLER << [\(IYY-23-002/Non-Gaming/Full-Time\)](#): The purpose of the class is to greet and facilitate the guest experience by operating a point of sales system. Must be 19 years if age. Must be able to obtain a valid health card and Training of Intervention Procedures (TIPS for serving alcohol). Training and/or six (6) month work experience required. Cash handling experience preferred. Ability to maintain a high level of confidentiality and professionalism. Pay ranges from **\$12.75 - \$14.78** **Closes: 01/27/23**

PLAYERS CLUB REPRESENTATIVE << (IYY-23-001/Gaming/Part-Time): This position requires a high school diploma or GED, one (1) year of front-line guest service skills and two (2) years of cash handling experience. Must be able to obtain a Nez Perce Tribal Gaming License. Other pre-requisites apply as outlined in class description, including motor vehicle report (MVR). Pay starts at **\$15.19** **Closes: 01/27/23**

NEZ PERCE EXPRESS (LEWISTON, ID)

INVENTORY CONTROL CLERK << (NPX-22-068/Non-Gaming/On-Call): The purpose of the position is to receive all product orders within the Nez Perce Express. Responsible for inventory ordering and record keeping. High School diploma required. Associates degree, vocational technical degree, or specialized training equivalent to satisfactory completion of two (2) year of college education with emphasis in administration, business, or closely related field preferred. Valid Driver's license required. Two (2) years administration experience required; supervisory experience required; customer service oriented preferred.

Closes: 01/27/23

STORE CLERK << (NPX-22-021/Non-gaming/Part-time): The incumbent of this position will assist in maintaining store operations to assure guest satisfaction and profitability as well as a positive work atmosphere. Requires high school diploma or GED. Three (3) months cash register and stocking experience in a customer service-oriented establishment preferred. Other pre-requisites apply as outlined in class description. Pay starts at **\$15.22**

Closes: Open Until Filled

QE'MES EXPRESS (WINCHESTER, ID)

ASSISTANT STORE MANAGER << (QEX-11-069/Non-Gaming/Full-Time): The purpose of the position is to provide direct administrative support and back up to the Express Store manager and Inventory Clerk. Requires Associate's degree, vocational technical degree, or specialized training equivalent to satisfactory completion of two (2) years of college education with emphasis in administrative skills, business, or a closely related field OR five (5) years of related experience can substitute educational component. Requires a valid driver's license; must be able to obtain Food Handlers, TIPS certification, and EPA UST Class A & B Certification. Requires two years related work experience (w/Associate's degree). Requires six (6) months cash handling experience.

Closes: 01/27/23

RED WOLF GOLF CLUB (CLARKSTON, WA)

NONE AT THIS TIME

ZIMS HOT SPRINGS (NEW MEADOWS, ID)

NONE AT THIS TIME

EMPLOYEE BENEFIT PACKAGE:

- Medical/Dental/Vision
- Employer-paid Life Insurance + option to add
- 401(K) competitive match
- Employee Discounts
- Annual & Sick Leave + Paid Holidays
- Employee Assistance Program
- Furnished Uniforms
- Short-Term Disability & Accident Insurance option

APPLICATION REQUIREMENTS:

- Positive Work History.
- Transcripts or diploma must be submitted if position requires.
- Positions required to drive must submit a three (3) year Motor Vehicle Report (MVR) issued within 90 days preceding submittal of application.
- Pre-employment drug screening.
- **All Gaming positions require a Nez Perce Tribal Gaming license;** and are subject to the application procedures established by the Gaming Commission.
- Complete employment application
- Three (3) letters of references (Gaming positions only).
- Complete class description available upon request.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED