



Nez Perce Tribal Enterprises
17500 Nez Perce Rd
P. O. Box 327
Lewiston, ID 83501
PH: 208-746-0723 Fax: 208-746-2845
hr@crcasino.com

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
September 18, 2023

ALL ARE ENCOURAGED TO APPLY ONLINE AT
<https://crcasino.com/join-our-team/>

New minimum starting wage \$15.00/hr

(Excluding specific tippable positions)

Mission Statement

Creating exceptional experiences in Nimiipuu hospitality.

Vision Statement

Be the economic innovator that sustains growth and stability for our communities.

IN-HOUSE POSITIONS:

CLEARWATER RIVER CASINO & LODGE (LEWISTON, ID)

GIFT SHOP CLERK << (CRC-23-031/Gaming (FT): This position requires a high school diploma or GED. Training and/or three (3) month work experienced is preferred. Cash handling experience preferred. Other pre-requisites apply as outlined in class description. Pay ranges from \$12.78. - \$13.96 **Closes:09/22/23.**

RED WOLF GOLF CLUB (CLARKSTON, WA)

DRIVING RANGE ATTENDANT << (RWGC-23-030/Non-gaming/Part-time): The purpose of this class is to complete assignments related to the daily operations and activities of the Red Wolf Golf Club. Will ensure that customers and clients needs are met quickly and efficiently and will work to improve the golfing experience. No education required. A high school student may apply for this position. Requires a current valid driver's license. Knowledge of maintenance, care and cleaning of golf equipment and understanding of schedules and activities at Country Club/Golf Course. Starting pay rate is \$15.74 hour. **Closes: 09-22-2023.**

OPEN TO PUBLIC POSITIONS:
CLEARWATER RIVER CASINO & LODGE (LEWISTON, ID)

Accountant [gaming] [CRC-23-028] (Full-Time) – Requires Bachelors Degree in Accounting or Business Degree with an emphasis in accounting; (CPA preferred). Requires three years experience in general ledger accounting, with concentration on balance sheet account reconciliation, fixed assets, income statement analysis, financial analysis and spreadsheet creation. Requires one year of supervisory experience. Must be computer-literate, with proficiency in using a personal computer to develop, analyze and report on financial data; including proficiency in Excel, Word. Accounting records management, Gaming and Retail Accounting experience preferred. Must be able to obtain a Nez Perce Tribal Gaming License. Requires valid driver's license with insurable record. A resume and college transcripts are required with the application packet. **Closes: 09/29/2023.**

SURVEILLANCE OFFICER ~ (CRC-23-027/Gaming/Full-Time): This position requires a high school diploma, GED, or specialized vocational training, including knowledge and ability to gain knowledge of the Nez Perce Tribe Gaming Commission Audit Manual and Internal Control Operating Procedures, and basic knowledge of criminal law. Must be able to obtain Nez Perce Tribal Gaming License. One (1) year experience in security or law enforcement preferred with superior work ethics and report writing skills. Must have excellent communication skills, both oral and written, and ability to handle conflict and problem resolution in a professional manner. Other pre-requisites apply as outlined in class description. Pay starts at **\$15.20** **Closes: Open Until Filled.**

HOUSEKEEPER ~ (CRC-23-024/Non-gaming/Full-Time): The purpose of this position is to clean hotel guest rooms, and all office and inside public areas of hotel and RV Park, according to set standards, always providing the highest quality service to guests and staff. High School Diploma preferred. Training in areas of housekeeping preferred. Requires six (6) months' experience in a customer focused environment. Pay starts at **\$15.22** **Closes: Open Until Filled.**

JANITOR ~ (CRC-23-013/Non-gaming/Part-Time): 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.**

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. Pay starts at **\$15.19** **Closes: Open Until Filled.**

NIGHT AUDITOR ~ (CRC-23-017/Gaming/Full-Time): **RE-ADVERTISEMENT** This position's purpose is to audit and balance daily Lodge/RV Park bookkeeping transactions. One (1) year hotel front desk experience preferred. Requires a valid driver's license, high school diploma or equivalent, one (1) year related experience required, and six (6) months of customer service required. Pay ranges from **\$15.18-18.67** **Closes: Open Until Filled.**

PLAYERS CLUB REPRESENTATIVE ~ (CRC-23-022/Gaming/Full-time): Provides exceptional Nimiipuu hospitality to Players Club member, including communicating program features, assisting with membership registration and database. Requires a high school diploma or GED, one (1) year of front-line guest service skills, minimum six (6) months' cash handling. Must be able to obtain a Nez Perce Tribal Gaming License. Pay starts at **\$15.19** **Closes: Open Until Filled.**

SECURITY OFFICER ~ (CRC-21-003/Gaming/Full-time): **RE-ADVERTISEMENT** The purpose of the class is to protect and secure the assets of the Nez Perce Tribal Gaming Enterprises. This position requires a high school diploma, GED, or specialized vocational training in security procedures and protocols. Must be able to obtain a Nez Perce Tribal Gaming License. One (1) year of experience in security or law enforcement preferred. Requires a valid driver's license, including motor vehicle report (MVR). Pay ranges from **\$15.20-18.69**

Closes: Open Until Filled.

SOFT COUNT CREW WORKER ~ (CRC-22-063/Gaming/Part-Time): **RE-ADVERTISEMENT** 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** **Closes: Open Until Filled**

ITSE' YE YE CASINO (KAMIAH, ID):

JANITOR ~ (IYY-23-006/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.**

MACHINE TECH ~ (IYY-23-011/Gaming/Part-Time): **RE-ADVERTISEMENT** The purpose of 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 experience preferred. Electronic and mechanical experience preferred. Must have excellent communication skills, both oral and written. Pay starts at **\$15.19**

Closes: Open Until Filled.

PLAYERS CLUB REP ~ (IYY-23-018/Gaming/Part-Time): **RE-ADVERTISEMENT** Provides exceptional Nimiipuu hospitality to Players Club member, including communicating program features, assisting with membership registration and database. Requires a high school diploma or GED, one (1) year of front-line guest service skills, minimum six (6) months' cash handling. Must be able to obtain a Nez Perce Tribal Gaming License. Pay starts at **\$15.19** **Closes: Open Until Filled.**

SOFT COUNT/DROP CREW WORKER ~ (IYY-23-029/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: 09/15/23.**

NEZ PERCE EXPRESS (LEWISTON, ID)

STORE CLERK ~ (NPX-23-014/Non-gaming/Part-Time): **RE-ADVERTISEMENT** The purpose of this class is to provide customer service in a professional manner. Customer service is the most important aspect of this job in addition to keeping the store faced, clean, organized, and presentable to the public. 3 months' cash register and stocking experience in a customer service orientated establishment preferred. Must be able to obtain Underground Storage Tank Class C Certification. Pay starts at **\$15.22** **Closes: Open Until Filled.**

QE'MES EXPRESS (WINCHESTER, ID)

STORE CLERK ~ (QEX-23-015/Non-gaming/Part-Time): **RE-ADVERTISEMENT** The purpose of this class is to provide customer service in a professional manner. Customer service is the most important aspect of this job in addition to keeping the store faced, clean, organized, and presentable to the public. 3 months' cash register and stocking experience in a customer service orientated establishment preferred. Must be able to obtain Underground Storage Tank Class C Certification. Pay starts at **\$15.22** **Closes: Open Until Filled.**

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 matches
- Employee Discounts
- Annual & Sick Leave + 16 Paid Holidays
- Employee Assistance Program
- Furnished Uniforms
- Short-Term Disability & Accident Insurance option

APPLICATION REQUIREMENTS:

- Must have a positive work history. Please add another sheet if one is not enough.
- Pre-employment drug screening.
- Social Security Card will be requested upon hire.
- Complete class description available upon request.

Non-Gaming positions

- Complete Application, please leave no blanks. If need to leave a blank, please put N/A (not applicable).
- Copy of valid driver's license or identification card, copy of tribal card, CIB (certification of Indian Blood), or descendency letter.

Gaming positions

- Complete Application, please leave no blanks. If need to leave a blank, please put N/A (not applicable).
- Nez Perce Tribal Gaming License is required and is subject to the application procedures established by the Gaming Commission.
- Copy of valid driver's license or identification card, copy of tribal card, CIB (certification of Indian Blood), or descendency letter.
- Positions required to drive must submit a three (3) year Motor Vehicle Report (MVR) issued within 90 days preceding submittal of application.
- Three (3) letters of reference required.
- A High School Diploma or G.E.D. is required.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED