



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

JOB OPENINGS ~ May 13, 2025

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.

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

Mission Statement

Creating exceptional experiences with 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)

F&B SERVER ~ (CRC-25-027/Non-gaming/Part-Time)

Closes: 5/16/25

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) months' 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. Tippable pay starts at **\$13.13**.

JANITOR ~ (CRC-25-028/Non-gaming/Part-Time)

Closes: 5/16/25

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. Requires a valid driver's license with insurable record. Pay starts at **\$15.22**.

OPEN TO PUBLIC POSITIONS:



CLEARWATER RIVER CASINO & LODGE (LEWISTON, ID)

Finance

ACCOUNTANT ~ (CRC-24-065/Gaming/Full-Time)

Closes: Open until filled

The purpose of the class is to perform accounting functions for the Nez Perce Tribal Enterprises with an emphasis in Tribal Gaming. The accounting position is responsible for monitoring accounts in compliance with generally accepted accounting principles (GAAP). Requires Bachelor's Degree in Accounting or Business Administration, or Business Finance. Requires three (3) years' experience in general ledger accounting, with concentration on balance sheet account reconciliation, fixed assets, income statement analysis, financial analysis and spreadsheet creation. One (1) year of supervisory experience is preferred. Experience preferred with accounting records management system. Gaming and Retail Accounting experience preferred. Requires valid driver's license with insurable record. CPA credential preferred.

Casino Floor

AUDIO/VIDEO TECH ~ (CRC-25-024/Gaming/Part-Time)

Closes: 5/16/25

The purpose of the class is to setup and operate audio and video equipment including microphones, sound speakers, video screens, projectors, video monitors, recording equipment, connecting wires, and cables, sound and mixing boards, and related electronic equipment for concerts, events, meetings, conventions, presentations, and conferences held in the Event/Conference Center. Requires high school diploma or GED with one (1) year experience in software support, troubleshooting, database experience and training, experience with PC operating systems and software including Windows 2000, Windows XP, Corel WordPerfect, Firefox, Internet Explorer and MS Office Professional. Requires a valid driver's license with an insurable record and a Motor Vehicle Report. Requires six (6) months and up to and including one (1) year of work in Information Systems, Information Technology, Computer Services, or related Technology Department.

CASHIER IV/II ~ (CRC-25-012/Gaming/Full-Time)

Closes: Open until filled

The purpose of the class is to conduct cash transactions with cash handlers for the gaming enterprise. The class is responsible and accountable for the accurate control of all currency transactions between the gaming enterprise and general patrons. Other responsibilities are being accountable for vault operations and bank deposits. Requires high school diploma or GED. Requires two (2) years' high volume cash handling experience. Three (3) months customer service experience, excellent oral and written communication skills, 10-key adding machine experience. Must be able to pass background check to obtain a Gaming License. Dual status pays: Tippable pay starts at **\$13.53**, Secondary pay starts at **\$15.65**.

MACHINE BENCH TECH ~ (CRC-25-025/Gaming/Full-Time)

Closes: 5/16/25

The purpose of this position is to perform maintenance and repair functions on video gaming machines. Responsibilities include tools, equipment, and customer service. Requires High School Diploma, GED, two (2) year electronic degree preferred or equivalent experience in electrical maintenance. Two (2) years' experience in the troubleshooting electronic devices and one (1) year in gaming machines; intermediate computer knowledge, basic knowledge or networking. Requires a valid driver's license with an insurable record and a Motor Vehicle Report.

SECURITY OFFICER ~ (CRC-25-009/Gaming/Full-Time)

Closes: Open until filled

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 of law enforcement preferred. Requires a valid driver's license, including motor vehicle report (MVR). Pay ranges from **\$15.20-18.69**.

SHUTTLE DRIVER ~ (CRC-25-022/Gaming/Part-Time)

Closes: 5/16/25

The purpose of the class is to provide complimentary transportation of guests and VIPs between designated areas and the Gaming Enterprise casino entrance, according to pre-set scheduled times. The class works according to some procedures but decides how and when to do things under general supervision. Must be able to safely operate vehicle in all weather conditions, including slippery snow/ice covered roads. Requires high school diploma or GED. Requires a valid Driver's License with Motor Vehicle Report. Requires a minimum of one (1) month's experience in a guest-focused environment. Pay starts at **\$15.22**.

Hotel

HOUSEKEEPER ~ (CRC-25-014/Non-gaming/Part-Time)

Closes: Open until filled

The purpose of the position is to clean hotel guest rooms, and all office and inside public of hotel and RV Park, according to set standards, providing the highest quality service to guests and staff at all times. Position requires manual labor, standing, or walking a majority of the time, lifting up to 50 pounds on occasion. High School Diploma preferred. Housekeeping experience preferred. Requires a minimum of six (6) months' experience in customer focused environment. The wage starts at **\$15.22**.

Qeqiit Restaurant

LINE COOK II ~ (CRC-25-023/Non-gaming/Part-Time)

Closes: 5/16/25

The purpose of the class is the responsibility for attractively preparing, cooking, and present all food items. Following recipes and menu specification. Always placing customers and safe food handling first. Must be able to obtain valid health card or serve safe equivalent. Have good working knowledge of professional kitchen, equipment, and food products with six (6) months Line Cook and/or Deli experience including breakfast, lunch, and dinner and/or equivalent combination of education and experience in food service. Pay ranges from **\$15.23-17.14**.

Stadium

BARTENDER ~ (CRC-25-020/Non-gaming/Part-Time)

Closes: Open until filled

Requires three (3) months' full-service bartender experience. Restaurant experience preferred. Must be 19 years of age. Must be able to obtain valid health card and attend TIPS Training or Alcohol Servers Training within three (3) months of hire date. Must have excellent communication skills, both oral and written, and ability to handle conflict and problem resolution in a professional manner. Tippable pay starts at **\$13.13**.



ITSE' YE YE CASINO (KAMIAH, ID)

NONE AT THIS TIME

ZIMS HOT SPRINGS (NEW MEADOWS, ID)

NONE AT THIS TIME



NEZ PERCE EXPRESS (LEWISTON, ID)

STORE CLERK ~ (NPX-24-073/Non-Gaming/Part-Time)

Closes: Open until filled

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. The wage starts at **\$15.22**.

MAINTENANCE ~ (NPX-25-026/Non-gaming/Part-Time)

Closes: 5/16/25

To be responsible for general cleaning and repairing equipment. The class works according to some procedures but decides how and when to do things under general supervision. Requires a valid driver's license with the ability to be insured under the Tribe's policy (*must provide copy of driver's license and a motor vehicle report of driving record (MVR)*). Requires three (3) months' experience in the custodial or general maintenance field. Pay starts at **\$15.22**.



QE'MES EXPRESS (WINCHESTER, ID)

STORE CLERK ~ (QEX-25-016/Non-Gaming/Part-Time) **Re-Advertised**

Closes: Open until filled

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. The wage starts at **\$15.22**.

Nez Perce Tribe

Job Postings



Executive Office

The Nez Perce Tribal Enterprise Executive Office is recruiting for: **EXECUTIVE ASSISTANT IV [HR-25-122] (Full-time/Lewiston)**. To provide organizational and administrative support to the Executive Officer and the management staff. Responsible for determining workflow sequence and proficient office management. Works within a general outline of work to be performed with minimal supervision, provides supervisory functions. The position is supervised by the Enterprise Executive Officer. Requires Bachelor's degree in related field, or specialized training equivalent to satisfactory completion of four (4) years of college education, Three (3) years of related experience is equivalent to one (1) year of college. Must be able to obtain a gaming license. Must be able to obtain certification as a Notary Public. Requires four (4) years of experience, two (2) years tribal government 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 and ability to be insured under the Nez Perce Tribe Policy. Must provide a current driver's license record (DLR) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 21)**

MUST APPLY AT NEZ PERCE TRIBE

For current grade and pay scale go to www.nezperce.org to review.

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.

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