



Nez Perce Tribal Enterprises
P. O. Box 327
Lewiston, ID 83501
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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

February 04, 2019

IN-HOUSE POSITIONS:

CLEARWATER RIVER CASINO & LODGE (LEWISTON, ID):

Lead Guest Service Representative (HTL-19-003 Gaming/Full-time) This position is to oversee and supervise daily operations of front desk activities on an assigned shift to ensure prompt, courteous, efficient service to hotel guests. Requires high school diploma or equivalent. Requires a valid driver's license. Must be able to obtain a Nez Perce Tribal Gaming License. Requires a minimum of one (1) year experience in a customer focused environment. Six Months supervisory experience preferred. **Closes 02-08-2019**

OPEN POSITIONS:

CLEARWATER RIVER CASINO & LODGE (LEWISTON, ID):

Computer Specialist I (CRC-19-002 Gaming, Full-time) This position is responsible for assisting the MIS Director in the day-to-day management of Information Systems by directly supporting end users and systems in various departments throughout the Enterprises Requires a minimum of two years combined experience in the field of information systems or computer related job environment. Preferred technical training in Windows 7/8.x/10, Windows Server 2008 or greater, POS Systems, telephone systems, and Video/Audio systems. Requires a positive work history. Associates degree in Information Technology, Computer Science, or computer related field or equivalent specialized vocational training preferred. Must be able to obtain a Gaming License; requires a valid driver's license with the ability to be insurable under the Tribe's policy. Certified MCSE preferred. **Closes 02-08-2019**

Machine Tech (CRC-19-001 Gaming/Full-time) ~ 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, and ability to handle conflict and problem resolution in a professional manner. Ability to work independently and display creativity; excellent attention to detail in compiling data and reports. Must have a positive work history. **Closes 02-08-2019**

ITSE YE YE CASINO (KAMIAH, ID):

SURVEILLANCE OFFICER (IYY-18-037/Gaming/Part-time); **RE-ADVERTISEMENT** 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 **Closes: Open until filled**

NEZ PERCE EXPRESS (LEWISTON, ID)

None at this time.

QE'MES EXPRESS (WINCHESTER, ID)

STORE CLERK (QMX-18-061/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. **Closes: Open until filled**

EMPLOYEE BENEFIT PACKAGE:

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

Applications are also available online at www.crcasino.com or email hr@crcasino.com