



Nez Perce Tribal Enterprises
P. O. Box 327
Lewiston, ID 83501
PH: 208-298-1168 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

March 11, 2019

IN-HOUSE POSITIONS:

CLEARWATER RIVER CASINO & LODGE (LEWISTON, ID):

None at this time.

OPEN POSITIONS:

CLEARWATER RIVER CASINO & LODGE (LEWISTON, ID):

Housekeeper (HTL-19-010/Part-time): Housekeeping experience preferred. Requires a minimum of six (6) months experience in a customer focused environment. Must possess excellent guest relations and customer service skills. Formal or informal education, which ensures the ability to read and write, and understand oral/written instructions.
Closes: 03/15/2019

Janitor (CRC-18-057/Non-gaming/Full-time&Part-time): To be responsible for cleaning and orderly upkeep of the Clearwater River Casino, 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. Other pre-requisites apply as outlined in class description **Closes: Open until filled.**

Security Officer (CRC-18-059/Gaming/Full-time): **RE-ADVERTISEMENT** ~This position requires a high school diploma, GED, or specialized vocational training in security procedures and protocols. One (1) year of experience in security or law enforcement preferred with superior work ethics and report writing skills. Other pre-requisites apply as outlined in class description, including motor vehicle report (MVR). **Closes: Open until filled.**

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: Open until filled.**

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: Open until filled.**

ITSE YE YE CASINO (KAMIAH, ID):

None at this time.

NEZ PERCE EXPRESS (LEWISTON, ID)

None at this time.

QE'MES EXPRESS (WINCHESTER, ID)

None at this time.

Clarkston Golf Course (Clarkston, WA)

Line/Prep Cook (CGC-19-004/ Non-gaming/Part-time) This position is responsible to prepare all food in a quick and timely manner ensuring correct food handling and general safety of products and procedures. Formal or informal education, which ensures the ability to read, write, and understand oral/ written instructions. Line/ prep cook experience, including breakfast, lunch, and dinner preferred. Must have the ability to maintain effective working relationships with all levels of the organization and the public. Must have excellent communication skills, both oral and written, and ability to handle conflict and problem resolution in a professional manner. Ability to maintain a high level of confidentiality and professionalism. Must have a positive work history. **Closes: 03/15/2019.**

Line Cook (CGC-19-006) Non-gaming/Part-time) ~ This position is responsible to prepare all food in a quick and timely manner ensuring correct food handling and general safety of products and procedures. The position is under the supervision of the Kitchen Supervisor. Formal or informal education, which ensures the ability to read, write, and understand oral/written instruction. Line cook experience, including breakfast, lunch, and dinner, preferred. Customer service experience preferred. Must have the ability to maintain effective working relationships with all levels of the organization and the public. Must have excellent communication skills, both oral and written, and ability to handle conflict and problem resolution in a professional manner. Ability to maintain a high level of confidentiality and professionalism. Must have a positive work history. **Closes: 03/15/2019**

Dishwasher (CGC-19-005/ Non-gaming/Part-time) ~This position is to provide clean kitchen equipment and tableware and maintain kitchen work area in clean and orderly condition. This position is under the supervision of the Kitchen Supervisor. Training and/or three (3) month work experience preferred. Must possess excellent guest relations and customer service skills. 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. Ability to maintain a high level of confidentiality and professionalism. Must have a positive work history. High school diploma or equivalent preferred. **Closes: 03/15/2019**

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