



Nez Perce Tribal Enterprises
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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
September 16, 2019

IN-HOUSE POSITIONS:

CLEARWATER RIVER CASINO & LODGE (LEWISTON, ID):

ASSISTANT CASINO SHIFT MANAGER (CRC-19-040/Gaming/Full-time) This position is responsible for ensuring maximum guest service and satisfaction through the organization and supervision of assigned areas according to established department internal control policies and procedures. High School Diploma or equivalent required, an Associate's Degree in Business Administration or closely related field is highly preferred. Requires two (2) years management/supervisory experience. Supervisory in a Gaming establishment is highly preferred. Gaming experience and cash handling experience preferred. Must be able to obtain a Nez Perce Tribal Gaming License. Requires a valid driver's license including Motor Vehicle Report (MVR). Must be able to obtain TIPS certification, Title 31/SARC, CPR/First Aide. Must possess strong customer service skills, interpersonal and communication skills. Must possess basic computer skills with knowledge of Microsoft suite. Other pre-requisites apply as outlined in class description. **Closes: 09/20/2019**

CASHIER IV (CRC-19-041/ Gaming/ Part-time) The purpose of the class is to conduct cash transactions with cash handlers for the gaming enterprise. The class is responsible and accountable for vault operations, bank deposits, and accurate control of all currency transactions with the gaming enterprise. Requires high school diploma or GED. Requires two (2) years high volume cash handling experience. Three (3) months customer service experience required; excellent oral and written communication skills, 10-key adding machine preferred, must be able to handle fast paced environment. Gaming experience and six (6) months supervisory experiences 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. Ability to maintain a high level of confidentiality and professionalism. Must have a positive work history. Must be able to obtain a Nez Perce Tribal Gaming License. **Closes: 09/20/2019**

OPEN POSITIONS:

CLEARWATER RIVER CASINO & LODGE (LEWISTON, ID):

SHUTTLE DRIVER (CRC-19-039Gaming/Part-time) To provide complimentary transportation of patrons and VIPs between designated areas and the Gaming Enterprise casino entrance, according to pre-set scheduled times. Requires high school diploma or GED. Must be able to obtain a Nez Perce Tribal Gaming License. Requires a minimum of one (1) month experience in a customer service focused environment. Other pre-requisites apply as outlined in class description, including motor vehicle report (MVR). **Closes: Open until filled**

PLAYERS CLUB REPRESENTATIVE (CRC-19-035/Gaming/Full-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). **Closes: 09/20/2019**

Machine Tech (CRC-19-036 Gaming/Part-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**

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**

HOUSEKEEPING LEAD (HTL-19-019/ Full-time): The purpose of the position is to assist the Executive Housekeeper with supervision of hotel housekeepers on an assigned shift. Requires high school diploma, GED or specialized vocational training in areas of housekeeping, janitorial and/or environmental services. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Requires training and/or three (3) years' work experience in housekeeping, janitorial and/or environmental services. Requires one (1) year of supervisory experience; demonstrated computer skills with word, spreadsheets and database systems; effective communication skills to read, follow written directions on safety/warning labels; compute simple math equations, generate written reports and effectively communicate verbally information, instructions and direction; experience and knowledge of cleaning procedures, practices and handling of chemicals preferred. Must be able to pass a criminal history check. **Closes: Open until filled**

ITSE YE YE CASINO (KAMIAH, ID):

Machine Tech (IYY-19-037 Gaming/Part-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: 09-20-2019**

NEZ PERCE EXPRESS (LEWISTON, ID)

STORE CLERK (NPX-19-018/Part-time): **RE-ADVERTISEMENT** 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.**

QE'MES EXPRESS (WINCHESTER, ID)

STORE CLERK (QMX-19-022/Part-time): **RE-ADVERTISEMENT** 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**

Clarkston Golf Course (Clarkston, WA)

NONE AT THIS TIME

Zim's Hot Spring (NEW MEADOWS, ID)

HOT SPRINGS ASSISTANT (ZIM-19-033 Non-gaming/Part-time): The purpose of this class is to provide the Resort Operator assistance in all aspects of maintenance, janitorial and operation of the resort business unit. Requires high school diploma, GED, or specialized vocational training. Two years of working with general public and customer service experience. Some knowledge of electrical and mechanical devices and how to repair. **Closes: Open until filled**

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