NEZ PERCE TRIBE

JOB OPENINGS

ACTIVE JOB SEEKERS LIST
In addition to our internal and external job opportunities, there are occasional temporary appointments. If you are interested in joining our active job seekers, please submit a completed Nez Perce Tribe application with a current driver’s license record (DLR). Active job seekers will be screened accordingly and referred to temporary appointments based on education, qualifications and experience. Tribal/Indian preference applies. Certain positions may require a valid driver’s license with ability to be insurable under the Tribe’s policy.

Open only to qualified IN HOUSE applicants:
In compliance with the Human Resource Manual 2.2.4: All vacancies will be advertised “IN HOUSE” for all employees and Tribal members for a minimum of two weeks. Should a qualified RIF’ED employee apply, they will be given preference per the Nez Perce Tribe HRM 4.10.

The Nez Perce Tribe Department of Social Services Senior Citizens Program is recruiting for: COOK HR-18-112 (KAMIAH) full-time. To plan and prepare meals with federal, state, local, and Tribal standards. Requires a High School diploma/GED or specialized vocational training. Must have or obtain Food Handler Permit within ninety (90) days of hire. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires three (3) months food preparation experience for large groups of people. Open until filled. (Grade 5)

Re-Advertise: The Nez Perce Tribe Senior Citizen Program is recruiting for: BUS/VAN DRIVER HR-18-104 (KAMIAH) part-time (29 hours or less per week). To transport senior citizens to and from activities, to and from grocery store, to post-office and appointments. Responsible for the delivery of meals on a daily basis. Works according to Vehicle Use and Maintenance Manual and other policies that apply. Position is under the supervision of the Senior Citizen Coordinator. Requires High School Diploma/GED, or specialized vocational training. Requires six (6) months bus/van operation. Must successfully pass an extensive background check upon hire. Requires a valid driver’s license with the ability to be insured under the Tribes policy.
Requires a Commercial Driver's License within six (6) months of employment. Class description available at the NPT Human Resources Department. Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. Open until filled. (Grade 7)

The Nez Perce Tribe Department of Executive Direction/Appaloosa Express Transit System is recruiting for: ONE (1) BUS OPERATOR HR-18-119 (KAMIAH) on-call. To operate "Appaloosa Express" tribal transit buses on prescribed routes as assigned. Requires an Idaho Commercial Driver’s License (Class C CDL) to include passenger endorsement. No Driving While intoxicated (DWI) conviction within the last thirty-six (36) consecutive months; not more than one (1) DWI on entire driving record; and not more than three (3) moving violation convictions with the last thirty-six (36) months. Must pass the Department of Transportation (DOT) physical (medical) exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list, which includes a drug screen in order to operate Appaloosa Express vehicles. Class description available at the NPT Human Resources Department. Must have five (5) years' experience in the operation of a motor vehicle. One (1) year experience operating a commercial motor vehicle and one (1) year in a customer service environment is preferred. Requires a valid driver's license with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. Open until filled. (Grade 7)

The Nez Perce Tribe Department of Executive Direction/Appaloosa Express Transit System is recruiting for: TWO (2) BUS OPERATOR(S) HR-18-120 (LAPWAI) on-call. To operate "Appaloosa Express" tribal transit buses on prescribed routes as assigned. Requires an Idaho Commercial Driver’s License (Class C CDL) to include passenger endorsement. No Driving While intoxicated (DWI) conviction within the last thirty-six (36) consecutive months; not more than one (1) DWI on entire driving record; and not more than three (3) moving violation convictions with the last thirty-six (36) months. Must pass the Department of Transportation (DOT) physical (medical) exam performed by a qualified DOT physician listed on the Federal Motor Carrier Safety Administration physicians list, which includes a drug screen in order to operate Appaloosa Express vehicles. Class description available at the NPT Human Resources Department. Must have five (5) years' experience in the operation of a motor vehicle. One (1) year experience operating a commercial motor vehicle and one (1) year in a customer service environment is preferred. Requires a valid driver's license with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. Open until filled. (Grade 12)

The Nez Perce Tribe Police Department is recruiting for: POLICE OFFICER (ENTRY LEVEL) HR-18-187 full-time regular. To protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Requires a high school diploma/GED, and college level education preferred. Requires proof of U.S. citizenship. Entry level officer must be at least twenty one (21) years of age. The selected candidate must successfully complete an honesty interview and polygraph, physical test, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Must not have a dishonorable, bad conduct or discharge other than honorable from the military service. Requires a positive work history that reflects strong work ethic, good character and a willingness to learn and follow instruction.
Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. Requires a valid driver's license with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. Open until filled. (Grade 15)

The Nez Perce Tribe Mamáy’asnim Hitéemenwees (Children’s Place of Learning) is recruiting for: **COOK HR-19-189 (LAPWAI)** full-time regular. To ensure quality service and planning of meals which meet the children’s needs in a Head Start, Early Head Start, and CCDF setting and comply with tribal, federal, state, and local regulations. Requires a High School Diploma/GED or specialized vocational training, and three (3) months experience in volume food preparation and cooking; to include cycle menu planning, purchasing and inventory, food demonstration, and ability to communicate effectively and teach in the classroom and parent and staff training. Must have excellent demonstrated communication skills, both oral and written, be computer literate and possess the ability to relate to children. Incumbent shall obtain Food Handler’s card within ninety (90) days of hire. Requires a background check, physical exam, and TB test prior to appointment. Must obtain CPR and First Aid Certification within ninety (90) days from date of employment. Class description/job 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) where you have been licensed to drive within the last three (3) years. Open until filled. (Grade 5)

**Re-Advertise:** The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (LATERAL) HR-19-185** full-time. To direct staff and protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city state, and federal laws, ordinances, codes and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develop work methods and sequences under general supervision. Prefer to be willing to reside within the boundaries of the Nez Perce Reservation or resides within a thirty (30) mile radius of assigned workplace and responds from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call or recalled to duty for emergencies and manning shortfalls. Require a High School Diploma/GED or equivalent and formal training, special courses, or self-education equivalent to satisfactory completion of one (1) year of college education or specialized advanced training in Law Enforcement or a closely related field. Requires proof of U.S. citizenship. Lateral entry officer must be at least twenty one (21) years of age. Requires basic police officer training course graduation certificate from the Federal Law Enforcement Center (FLETC) or Indian Police Academy (IPA) or Peace Officers Standards and Training (POST) Academy from any state. Selected candidate must successfully complete an honesty interview and polygraph, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Requires at least two (2) years of continuous law enforcement service as an active member of a Federal, State, Tribal, County, Municipal, or local police law enforcement agency or department. Class description available at the NPT Human Resources Department. NPT Police Department application forms are 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) from the state(s) where you have been licensed to drive within the last three years. Open until filled. (Grade 16)
**Revised:** The Nez Perce Tribe Department of Information Systems is recruiting for: **CABLE TECHNICIAN III HR-20-101** full-time regular. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED. Background check is required within the first three (3) months of employment. Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience in cable installation, six (6) months supervision, and six months software data entry. 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 10)**

**Revised:** The Nez Perce Tribe Department of Information Systems is recruiting for: **CABLE TECHNICIAN III HR-20-102**. This position will be four (4) ten, (10) hour days; Friday, Saturday, Sunday and Monday, and work holidays. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED. Background check is required within the first three (3) months of employment. Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience in cable installation, six (6) months supervision, and six months software data entry. 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 10)**

The Nez Perce Tribe Department of Law & Justice is recruiting for: **ASSOCIATE JUDGE HR-20-104** part-time. To preside over civil, criminal, and juvenile matters heard in the Nez Perce Tribal Court, to assist the Tribal Court Chief Judge in scheduling hearings and other court matters, and to preside over specialty court matters (for example, Healing to Wellness Court) as needed and assigned. Responsible for legal decision-making, application of relevant law to facts to reach conclusions, for training, planning, fiscal management, policy, and reporting. Works within broad policy and organizational guidelines; independently plans and implements projects; reports progress of major activities through periodic conferences and meeting. Supervised by the Chief Judge. Requires State Bar membership in good standing. Requires a Law (Juris Doctor) degree. Requires at two (2) years’ litigation experience, with litigation experience in a tribal court preferred. Class/job 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver's license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled. (Grade 27)**
Extended: The Nez Perce Tribe Department of Administration is recruiting for: SECURITY GUARD HR-20-110 temporary full-time. To protect and secure the assets of the Nez Perce Tribe. Responsible for area patrols, written reports, and customer/staff safety. Works according to set procedures under direct supervision. Requires a High School Diploma/GED and formal training, special courses, or self-education equivalent to satisfactory completion of one (1) year of college education or specialized advanced training in security procedures and protocols, or a closely related field. Requires over six (6) months experience. Must possess CPR/First Aid Certificates. 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. This position closes 03/20/20. (Grade 8)

Extended: The Nez Perce Tribe Department of Education/Students for Success is recruiting for: PREVENTION OUTREACH WORKER HR-20-112 full-time position located at Kamiah and Lapwai satellite office. Requires excellent organizational and multi-tasking skills to implement the comprehensive prevention outreach objectives for the program’s multiple funding sources. Responsible for education presentations and education materials development using tribal specific messages/imagery and available tribal specific data on alcohol, tobacco, and other drugs (ATOD). Assists with community outreach, partnership development, and compliance of the cooperative agreement or contracts. Must have excellent writing and oral communications skills, highly motivated and have the ability to work independently and cooperatively with others. Requires two (2) years of college education (48 credits). Three (3) years of relevant experience is equivalent to one (1) year of college. One (1) year experience preferred in Drug and Alcohol prevention, intervention or treatment, criminal justice, social work or any discipline involving youth. Will be responsible to deliver reservation-wide outreach. Class/job 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) from the state(s) where you have been licensed to drive within the last three (3) years. This position closes 3/6/20. (Grade 12)

Re-Advertise: The Nez Perce Tribe Administration Department is recruiting for: COMMUNITY CENTER AIDE HR-19-199 (OROFINO) full-time regular. To assist and provide support in the operation of the community center and activities; may require evening, weekend and/or holiday work hours as applicable. Responsible for general administrative task support and maintenance. Requires High School Diploma/GED, or specialized vocational training in closely related field. Requires over six (6) months experience. Class/job 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. This position closes 3/6/20. (Grade 6)

The Nez Perce Tribe Early Childhood Development Program is recruiting for: FAMILY INTERVENTION SPECIALIST II HR-20-113 full-time regular. To coordinate intervention and case management functions in compliance with the Head Start Performance Standards. Responsible for establishing systems for identification of intervention services for children and families and will develop, evaluate and implement Family Partnership Agreements in coordination with families. Serve as a Family Representative to coordinate and establish schedules of home visits to families with Teachers to discuss the child’s physical, social/emotional and school progress. Process required documents within Family Services; coordinate newsletter with Teachers, Program Divisions; assist in developing annual inventory of community social services resource directory. Develop and implement case management and record keeping systems and ensure appropriate information is available for staff and parent’s review and ensure confidentiality.
Assist with non-federal share match process. Ensure coordinated efforts for implementation of Head Start Performance Standards; assist in the development of the Family Services Divisions plan of operation annually; and assist in the preparation of the ECDP team for the annual Self-Assessment and triennial Federal Review. Under the direct supervision of the Family Services Specialist. Requires Bachelor's degree in Social Work, Psychology, Sociology and/or closely related field. Requires at least two (2) years' experience working with Native American low income children and families and at risk populations; and be familiar with Native American organizations as well as the Nez Perce Tribal culture. Highly organized and attention to detail with strong oral and written communication skills and computer skills. Incumbent shall obtain Food Handler’s, CPR and First Aid Certifications within reasonable time frame from date of employment. Requires background check, pre-employment drug testing, physical exam, and TB test prior to appointment. Class/job 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. This position closes 3/6/20. (Grade 14)

The Nez Perce Tribe Department of Fisheries Resources Management is recruiting for: **FISHERIES TECHNICIAN(S) I HR-20-114** full-time seasonal positions. Positions are located in Joseph, OR, Orofino, Lapwai, and McCall, ID. Responsible for assigned duties relating to assistance in the collection, compilation, technical applications of field work pertaining to fisheries and other natural resources. Duties include working assisting the Fisheries Technician II in operating and maintaining traps, handling fish, marking fish, identifying and tagging fish, entering field data into a computer database, maintaining field sites and equipment, and other related duties as assigned. Must be mechanically inclined and have good computer skills. Must be highly motivated and have the ability to work cooperatively with others. Requires a High School Diploma/GED. General work experience preferred. Class/job 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. This position closes 3/6/20. (Grade 9)

The Nez Perce Tribe Department of Fisheries Resources Management - Watershed Division is recruiting for seasonal positions to include: **WATERSHED RESTORATION TECHNICIAN(S) I HR-20-115** and **WATERSHED RESTORATION TECHNICIAN(S) III HR-20-116** to participate on a variety of watershed survey and restoration projects. Field duties may include participation on one or some of the following project types: fisheries and stream habitat surveys; culvert and road surveys; culvert replacement and road removal implementation; weed inventory and treatment; and riparian planting. Office duties may include compiling and recording data. **TECHNICIAN I (Grade 9)** Requires high school diploma/GED. **TECHNICIAN III (Grade 13)** Requires two (2) years of college education (48 credits) (three years of relevant experience is equivalent to one-year college) and three (3) years of related work experience, and one (1) year supervisor experience. Applicants may express preference for type of restoration work. Field work will be based out of Lapwai, Powell, and McCall, Idaho (duty location) and camping and/or working in remote locations may be required. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. These positions close 3/6/20.
The Department of Fisheries Resources Management - Watershed Division is recruiting for seasonal positions to include: **WATERSHED RESTORATION SPECIALIST(S) I HR-20-117** to participate on a variety of watershed survey and restoration projects. Field duties may include leading field crews, field work logistics and planning, participation on one or some of the following project types: fisheries and stream habitat surveys; culvert and road surveys; culvert replacement and road removal implementation; weed inventory and treatment (weed treatment applicators license or ability to obtain preferred); and riparian planting. Must have excellent oral and written communication skills; report writing, data analysis and interpretation may be required. Office duties may also include developing restoration plans, obtaining environmental compliance for restoration projects, project implementation monitoring and reporting, grant writing and project development, project coordination with the project leader, and technical coordination with outside agencies. Requires a B.S. degree in Fisheries or closely related field. Field work will be based out of Powell and McCall, Idaho (duty location) and camping and/or working in remote locations may be required. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Must provide current Motor Vehicle Report (MVR) and any MVR from other states where you have been licensed to drive in three (3) years. **This position closes: 3/6/20. (Grade 17)**

**Revised:** The Nez Perce Tribe Human Resources Program is recruiting for: **HUMAN RESOURCES MANAGER HR-19-196** full-time regular. Responsibilities include: Planning developing, implementing, administering, and evaluating a comprehensive HR program based on the Tribe’s present and future needs. In Addition: Short and long-range planning, development, administration of personnel policies, compensation, classifications, organizational development, performance management, employee relations, benefits, training and safety programs. Requires Bachelor’s degree in human resources, business management, public administration, or related field; Master’s degree preferred or equivalent experience to education ratio. Requires five (5) years of progressive leadership experience in Human Resources or closely related field and two (2) years direct supervisory experience. Requires one (1) year work related experience in the area of employee benefits and risk management. Knowledge of HR systems and databases. Must possess excellent communications skills, and effective public speaking skills. Must have the ability to analyze, articulate, interpret, read the most complex document such as budgets, financial reports and legal documents. Must have the ability to respond to common inquires or complaints from customers, regulatory agencies, or members of the business community. Ability to communicate clearly both verbally and written. Competence to build and effectively manage interpersonal relationships at all levels of the organization. In-depth knowledge or tribal, state and federal guidelines, regulations and laws. Class/job 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 with the ability to be insured under the Tribe’s policy. Must provide a current Motor Vehicle Report (MVR) and any MVR from other state(s) where you have been licensed to drive in the last three (3) years. **This position closes 3/6/20. (Grade 28)**

The Nez Perce Tribe Department Natural Resources/Horse Program is recruiting for: **HORSE TECHNICIAN II HR-20-118** full-time seasonal six (6) month position. Must be able to work with livestock in all stages of training. Able to work in arduous conditions; have knowledge of fence building and repair; gather, enter and record data; assist with field work and clerical equipment operations; assist with planning of the day-to -day operations; travel to and from remote working environments; work flexible and irregular work schedules. Supervise Technician I and Aides as directed. Requires two (2) years of college education (48 credits). Three (3) years of relevant experience is equivalent to one (1) year of college. Requires one (1) year related experience to project needs and six (6) months leadership experience. Class/job description available at the NPT Human Resources Department. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required.
The Nez Perce Tribe Department of Fisheries Resource Management is recruiting for: **FISHERIES TECHNICIAN(S) I (HARVEST) HR-20-119** full-time seasonal. To perform duties relating to the collection, compilation, and filing of tribal catch information pertaining to Nez Perce treaty fisheries in the mainstem Columbia River and Snake River Basin tributaries. Duties include conducting assigned sampling tasks at various locations the Tribe authorizes fishing seasons. Responsibility includes monitoring of tribal fishing (catch and fishing effort) at assigned locations and collecting and recording data in the manner described, including working weekends and holidays in rotation with other staff. This position requires living in a remote field location for up to eight (8) days per shift between 2-3 months. Must be highly motivated and possess the ability to work cooperatively with others or independently. Requires high school diploma or GED. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver’s license with the ability to be insured under the Tribe’s policy. Must provide a current motor vehicle report from the state(s) where you have been licensed to drive within the last three (3) years. **This position closes 3/13/20. (Grade 9)**

The Nez Perce Tribe Department of Fisheries Resource Management is recruiting for: **FISHERIES TECHNICIAN(S) II (HARVEST) HR-20-120** full-time seasonal. To perform duties relating to the collection compilation, supervision and file keeping of tribal catch information pertaining to Nez Perce treaty fisheries in the mainstem Columbia River and Snake River Basin tributaries. Duties include conducting assigned sampling tasks and supervision at various locations the Tribe authorizes fishing seasons. Responsibility includes monitoring of tribal fishing (catch and fishing effort) at assigned locations and collecting and recording data in the manner described, supervision of other staff, including working weekends and holidays in rotation with other staff. This position requires living in a remote field location for up to eight (8) days per shift between 2-3 months. Must be highly motivated and possess the ability to work cooperatively with other or independently in a remote field location. Requires two (2) years of college education (48) credits. Three (3) years of relevant experience is equivalent to one (1) year of college. Requires one (1) of related experience to project needs and six (6) months leadership experience. The Nez Perce Tribe is a drug free work environment, pre-employment drug testing required. Requires a valid driver’s license with the ability to be insured under the Tribe’s policy. Must provide a current motor vehicle report from the state(s) where you have been licensed to drive within the last three (3) years. **This position closes 3/13/20. (Grade 11)**

**Open to ALL qualified applicants: (General Public)**

The Nez Perce Tribe Police Department is recruiting for: **POLICE OFFICER (ENTRY LEVEL) HR-18-187** full-time regular. To protect and serve the people of the Nez Perce Tribe. Responsible for enforcement of tribal, city, state, and federal laws, ordinances, codes, and regulations for assigned area of responsibility. Works within a general outline of work to be performed; develops work methods and sequences under general supervision. Must reside within a thirty (30) mile radius of assigned workplace and response from residence to the Nez Perce Indian Reservation within thirty (30) minutes of notification when on-call recalled to duty for emergencies and manning shortfalls. Requires a high school diploma/GED, and college level education preferred. Requires proof of U.S. citizenship. Entry level officer must be at least twenty one (21) years of age. The selected candidate must successfully complete an honesty interview and polygraph, physical test, drug urinalysis, psychological and medical evaluation, and a complete background investigation prior to hire and to retain employment. The candidate must enter into a contract with the Tribe to work for four (4) consecutive years from date of hire. Must not have a dishonorable, bad conduct or discharge other than honorable from the military service.
Requires a positive work history that reflects strong work ethic, good character and a willingness to learn and follow instruction. Successful applicants will be placed on a one (1) year probationary period to be completed before permanent assignment. NPT Police Department application forms are available at the NPT Human Resources Department. Class description available at the NPT Human Resources Department. Requires a valid driver’s license with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. Open until filled. (Grade 15)

The Nez Perce Tribe Department of Law & Justice is recruiting for: ASSOCIATE JUDGE HR-20-104 part-time. To preside over civil, criminal, and juvenile matters heard in the Nez Perce Tribal Court, to assist the Tribal Court Chief Judge in scheduling hearings and other court matters, and to preside over specialty court matters (for example, Healing to Wellness Court) as needed and assigned. Requires at two (2) years litigation experience, with litigation experience in a tribal court preferred. Class/job 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. Open until filled. (Grade 27)

Revised: The Nez Perce Tribe Department of Information Systems is recruiting for: CABLE TECHNICIAN III HR-20-101 full-time regular. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED. Background check is required within the first three (3) months of employment. Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience in cable installation, six (6) months supervision, and six months software data entry. 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 with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. Open until filled. (Grade 10)

Revised: The Nez Perce Tribe Department of Information Systems is recruiting for: CABLE TECHNICIAN III HR-20-102. This position will be four (4) ten, (10) hour days; Friday, Saturday, Sunday and Monday, and work holidays. To provide support and installation of technological cables and telecommunication hardware. Works within a general outline of work to be performed developing work methods and sequences under direct supervision of the Cable Technician III-Lead. Duties may also include providing project level supervision and management as well as performing technical labor applications of fieldwork. General duties include; Provide assistance with category 5, 6, 6E cable installation and fiber, handling 100 lbs. of cable; Tower Climbing for installation of hardware, maintenance of hardware and alignment of equipment; Install wall jacks and computer network lines according to work request. Requires a high school diploma/GED. Background check is required within the first three (3) months of employment.
Must obtain tower climbing certificate within one (1) year of employment. Requires one (1) year experience in cable installation, six (6) months supervision, and six months software data entry. **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 with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **Open until filled.**

(Grade 10)

**Extended:** The Nez Perce Tribe Department of Administration is recruiting for: **SECURITY GUARD HR-20-110** temporary full-time. To protect and secure the assets of the Nez Perce Tribe. Responsible for area patrols, written reports, and customer/staff safety. Works according to set procedures under direct supervision. Requires a High School Diploma/GED and formal training, special courses, or self-education equivalent to satisfactory completion of one (1) year of college education or specialized advanced training in security procedures and protocols, or a closely related field. Requires over six (6) months experience. Must possess CPR/First Aid Certificates. **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 with the ability to be insured under the Tribe’s policy. Must provide a current driver’s license record (DLR) and any DLR from other state(s) where you have been licensed to drive in the last three (3) years. **This position closes 03/20/20.** (Grade 8)

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](http://www.nezperce.org)

**OTHER EMPLOYMENT OPPORTUNITIES**

- **PATHWAYS: Students Intern Vacancy Announcement Open.** This position is located with Bureau of Indian Affairs, Office of Trust Services Location Negotiable After Selection, United States. Summer work locations and duties vary and are designed to provide hands on experience and training. Upon successful completion of the Pathways Internship Program, students may be non-competitively placed into career-conditional positions within the BIA. For more information and how to apply go to [www.usajobs.gov](http://www.usajobs.gov). Announcement # CO-20-17. **Closing date 3/3/20.**

- **United States Department of Interior/Pipestone National Monument is recruiting for: Summer Student as a Park Guide.** Present pre-established talks including introductions to films, quarry talks, and orientations. Staff information counter at the visitor center. Provide information on a variety of subjects and interpret park values for visitors with varying interests and backgrounds. Collect visitation data, inform visitors about National Park Service regulations and policy, and operate audio-visual equipment. Work Schedule: 40 hours per week, will include weekends, evenings, holidays and may require some overtime. Start and end dates are flexible depending on the selected applicant’s school
schedule. For more information contact Pipestone National Monument at 507-825-5464 or pip_interpretation@nps.gov or the Human Resources team phone at 605-745-3620. Closing date 3/6/20.

- **NIGHTFORCE** is recruiting for: Accounting Manager, Customer & Technical Service Representative, Field Trainer, International Program Manager, Manufacturing Engineer, and a Mechanical Engineering Intern. These positions are located at Orofino, Idaho. For more information and how to apply go to [https://nightforceoptics.applicantpro.com/jobs/](https://nightforceoptics.applicantpro.com/jobs/). Closing dates vary with positions and locations.

- **Columbia River Inter-Tribal Fish Commission (CRITFC)** is recruiting for: Director of Intergovernmental Affairs, Executive Assistant to the Executive Director, Computational Hydrologist/Climate Scientist, and a Fishery Technician III. For more information and how to apply go to [https://www.critfc.org/critfc-employment-opportunities/](https://www.critfc.org/critfc-employment-opportunities/). Closing dates vary with positions and locations.

- **AVISTA** is recruiting for: Pre-Apprentice Hydro Operator six positions (temporary, up to 6 months), Hydro Journeyman Operator (2 positions), Instructional Systems Designer, Groundman CDL (up to 10 positions), Communication System Operations Engineer, Compliance Analyst (temporary, up to 36 months), Project Controller, Cyber Security Intern (temporary, up to 16 weeks), Data Science Summer Student, Network Operations Engineer, Fisheries Biologist I, Systems Analyst - Customer Technologies Platform Reliability Engineer, Systems Analyst - Operational Technologies, Accounting Analyst, Natural Resources Tech. I (temporary, July 1 - October 31), Controls Engineer, and a Cloud Engineer. For more information and how to apply go to [www.myavista.com](http://www.myavista.com). Closing dates vary with positions and locations.

- Confederated Tribes of the Umatilla Indian Reservation is recruiting for numerous positions. To view positions and how to apply go to [https://ctuir.org](https://ctuir.org). Closing dates vary with positions.

- **Nez Perce Tribal Housing Authority (NPTHA)** is recruiting for: Maintenance/Construction Worker. For our rental units in the Kamiah area. Minimum four years’ experience in residential maintenance/construction, high school diploma or GED, valid driver’s license and be insurable. Skilled in home repairs, construction knowledge in carpentry, plumbing, electrical, roofing, sheet rocking and painting. Legible writing, ability to document all work performed on appropriate forms, communication skills and great customer service. Excellent benefits, Tribal & Indian Preference will apply. The NPTHA reserves the right to transform this position into a training position if sufficient Indian Preference applications are not received. Submit NPTHA employment application to: Nez Perce Tribal Housing Authority, P.O. Box 188, Lapwai, ID 83540. More information at (208) 843-2229. Open until filled

- **Lapwai School District** is recruiting for the following: Behavior Interventionist, High School Assistant Baseball Coach, High School Golf Coach, Certified Substitute Teachers, Substitute Custodians, and Food Service. Applications can be found on our website [www.lapwai.org](http://www.lapwai.org), or contact Connie Desjarlais at the District Office: (208) 843-2622 at ext. 201. Positions are open until filled.

- **Couple of great website’s to look for employment in your area (On-going).** Idaho Department of Labor: [https://labor.idaho.gov/dnn/JobSeekers.aspx](https://labor.idaho.gov/dnn/JobSeekers.aspx), and indeed.com at [www.indeed.com](http://www.indeed.com).
4th Annual JOB FAIR

March 10, 2020  9 am - 2 pm

Clearwater River Casino Event Center
17500 Nez Perce Road Lewiston, ID 83501

Who should come?

⇒ Job seekers
⇒ High School Students
⇒ College Students
⇒ Exploring Your Next Career?

• This is event is FREE & open to the public
• Bring your resume

Any Questions? Contact Andre Picard Jr. | andrep@nezperce.org | 208.843.7362 | facebook.com/NPTCSEP