



The large amount of snow that fell is evident on the root-digger statue at the front of the administration building.

Tribal employment

(The following is the recent job opening list. See Amelia Teece at the Personnel Department to submit an application, or call 553-3262. Also, you can apply on-line at www.ctws.org. For more details, call the contact person listed on the advertisement.)

There are currently two part-time positions, and one full-time director position open at the **Warm Springs Boys and Girls Club**. Applications are available through the Personnel Office.

Warm Springs Development Corporation grant writer. Warm Springs Community Development Corporation, a nonprofit, community based, Native American organization, seeks an experienced grant writer/development officer to prepare grants and funding proposals and secure financial and other resources for successful program implementation. Salary range \$26,000-\$36,900 per year, with full benefits. To request an information packet call 553-4922. Open until filled.

Health systems specialist, full time. Attitude and motivation of prime importance. Must be a team player. Research and process medical claims weekly for prompt payment. Research and process denials of payment for service. Verify, audit and enter data for processing for payment. Resolve incomplete claims. Process patient referrals to outside vendors by IHS providers by verifying eligibility, completing forms, instructing patients, and informing vendors. Provide assistance to MCP patients with the medical referral process and alternate resources, and answer questions in a tactful and timely manner. Knowledge of CPT and ICD-9 reimbursement processes a plus, while PC knowledge is essential. Salary range \$18,720 to \$23,592 per year. Call Susan Brunoe at 553-4948. Open until filled.

Administrative coordinator/compliance clerk, full time. High School Diploma or equivalent. Two years college

level work in Business Administration, accounting and book-keeping. Five years secretarial or general office experience in judicial field. Three years accounting experience. Three years computer experience. A combination of education and experience is acceptable. Personal computer skills required; excellent communication, verbal and interpersonal skills, type 65 wpm. Salary \$ 23,117. Call Birney Greene-Boise, 553-3278.

Family partnerships coordinator. Develop and implement systems for establishing and supporting family partnership agreements; and for recruiting, enrolling, selecting and tracking the attendance of families enrolled in the Head Start and Early Head Start programs. Must have excellent communication skills; ability to facilitate meeting and training for parents and staff. Supervision, record-keeping, computer skills. Must have reliable transportation and ODL, comply with drug free work place policies and enroll in criminal record registry. Salary range \$1,702 to \$2,128 per month. Call Tryna Mulenburg at 553-3241.

Day care teachers, full-time positions. Requires criminal background check, high school diploma, and experience caring for children and infants in a group setting. Must enjoy infants and children and be flexible working with age group assigned. Requires frequent contact with other adults in workplace and parents of children - must have excellent communication skills. Must have demonstrated work history of attendance and punctuality. Salary range \$18,357 per year. Charlene Stacona, 553-3241.

Headstart bus driver/teacher, full time. Transport children and families to and from program activities and for field trips. Helps teachers with classroom and field trip activities. Participates in vehicle maintenance, establishing routes, and record keeping. Assists in pro-

viding safety training for parents, bus monitors and other staff. Must be in good health, have a current CDL, be listed on the Child Care Criminal History Registry, and comply with the drug-free workplace. Salary \$1,311 to \$1,599. Call Nancy Sampson, 553-3241.

Social Services, long-term care administrator assistant, full-time. An associates degree in human development or long term care area. Two years of experience in the health or social services field. Long term care administrator certification and related training to fulfill the administrator job requirements.

This position is a administrator-trainee position directed to eventually take on the directorship duties of High Lookie, at such time the tribes assume the management of the lodge. The administrator trainee is required to attain long-term care administrator job requirements. Additionally, the administrator trainee will perform general tasks assigned. Salary range \$28,000. Call William Gayle Rodgers, 553-3491.

Public health educator. Masters Degree in health education preferred with two years experience. The Confederated Tribes is recruiting for a full time health educator to direct the tribes' Health Education Department. Job responsibilities include planning and developing health prevention initiatives for the community, conducting health awareness and prevention campaigns and supervising the four staff of the health education department. Salary Range \$44,247 per year. Call James Quaid, 553-3205.

Police Department, supervisory investigation division, full time. College Degree in Criminal Justice or related field. Ten years of Supervisory experience. Must have specialized investigative training, certification through DPSST or equivalent. Salary range depends on experience. Call 553-3272.

Kah-Nee-Ta golf shop has job opening

The Kah-Nee-Ta golf pro shop is in need of a counter person/attendant. Deadline to apply is Jan. 11.

Job duties include maintaining the daily operation of the golf pro shop, including assisting guests with products and

golf course. The qualified person will also have to become familiar with course conditions, packages, rules and regulations, prices, teetimes, memberships and products in the shop.

The attendant also keeps

track of the rented equipment.

The pro shop must also be kept clean and welcoming.

Qualifications include a high school diploma or GED, with some experience preferred in the following:

Customer service, cash handling, cash register, sales and proficiency in basic math.

Must have a valid Oregon drivers license to operate golf carts in a safe and responsible manner.

To apply contact Kah-Nee-Ta High Desert Resort and Casino Human Resources Department. 553-1112, ext. 3401. Or visit the resort Human Resources Department for an application.

Claim Wasco Electric payments by April 1

Wasco Electric Cooperative, Inc., gives notice that payments are now and have been available at the office of Wasco Electric Cooperative, Inc., at The Dalles to the people named here of payments which have been authorized for more than four years. Unless these people or heirs claim the payments no later than April 1, 2004, they will be forfeited to the Cooperative.

Arthur L. Hicks, Sam J. Higgins, Warren Hiderbrand, William Roscoe, Dan Hoffman, Wendell Hoggart, John W. Hoggart, Irene Hollenbeck, Cheryl Holliday, Ruby L. Hopkins, Gregg Houser for Leland Houser, Jeff Howe, Bob Hubbard, Bill Hughes.

Steven W. Hutchinson, Claude Inman, Donald Jackson, Foster E. Johns, K.E. Johnson, Scott Johnson, Tom Johnson, Wes Johnson, William B. Johnson c/o Silverculture, Shirley Jones for Herbert D. Jones, Carl Junkins, Wanda Kalar, Chester Kantor, John Keersemaier, Doug Kirby.

Ted Kirsch, Susan Kreitzberg, Daniel Krueger, Steven Kuhlman, Charles Kyer c/o Barbara Hayes, LSI Lumber Systems, J.P. LaRocque, Ennis Lane, Francis G. Larson, C. Roger Laster, Douglas L. Lawson, Frank Letkeman, William V. Lewis, Randall W. Liden.

Merrilyn M. Lilly, Greg Loomis, Lee G. Loretz, Dr. Scott Lutz, FW Macnab, Earl Macrum, Dave Malitz, Steve Mamoyac, Donald Manary, Edith K. Mann, Donald C. Marsh, Pete Marsh, Anthony Ward Martin, David Martinez, Dave McCann, Doug McCleary.

Gene O. McClendon, McClish and Nelson, JW McClure, Lester McCoy, Russell McCullough, Charles McDaniel, John McNally,

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Carl Miller, Greg A. Miller, Linda Miller, Gary L. Mitchell, Max E. Moore Sr., Gary Morehead, Lynn Morrow, Glen Mulkey, William Mustatia Jr., Jeff and Margaret Neal, Art Nelson, Lynda Nelson, Richard E. Nelson, Terry Nelson, Ray Newberry, Lowell Newby Estate c/o Sandra Fitzgerald William Nickols, Erwin Nielsen, John Nixon, Randy Noble, Flossie Nolsn.

North Plain Land & Invest., Northwest Pipeline Corp., Darlene O'Brien, Jeffrey Oechsner, Michael Ogilvie, Chuck Olson, Jay Olson, Oreco Enterprises c/o Henry Goodman, Albert Ortega, Ken Osborn, Ruby Osborn, Robert Osborn, Clair E. Owen, Steve Owens, Neil D. Pake, Don Palmer c/o J.H. Rose, William Palmer.

Cliff Pamperien, Lee Parker, Ernest Patjens, Olney Patt Jr., Karen Patton, R.R. Paxton, David Perkins, Velma Peters, Larry Petersen, Ray B. Petersen, Larry Peterson, Terry Petrie, Brian Phillips, Pine Grove Tavern c/o Clifford Pamperien, Pine Grove Trailer Corral c/o Joseph Lamar Cox, Pine Hollow Producers c/o David Williams.

Pine Hollow Restaurant c/o Charles Walters, Pine Hollow RV and cmpgr. c/o Bruce Homaker, John Porter, John R. Post Jr., George R. Post, Rodney Potter, Donnie W. Powell, Carlton Puls, Dennis Rasmussen, Grover C. Raymond, Redsidess Building & Supply c/o Jim Garrick, Harold E. (Gene) Reed.

Alfred M. Reher, William A. Renolds Jr., Hobart Rice, Jay D. Richards, Karl Richelderfer, James Riley, Thomas K. Riley, Howard W. Roberts, Loyd Robinson, Hugh Rossell, Don Rowland, Denise Roy, Randy Royce, Winona Runge, E.L. Rupe, James K. Russell Sr.

Mary Ann Ryan, S.S. Engineering, Homer Schell Jr., Kirk Schroeder, Reuben Schwingler, Willie Sears, Jack Self, Lester Shaffer, Tom Shaffer, Shaniko Hotel c/o L.L. Luckman, T.D. Sherrard, Jimmy Sherrill, May Shouse, Steven Shute, Albert Skinner.

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Janet Wallace, Tom Wallace, Vic Wallis, Charles Walters, N.M. Walters, Dale Watson, Leon Weed, J.C. Weir, Ron Wells, Ron Wells for Patricia Wells, Robert Westby, Tim White, Cora B. Willich, Paul J. Willich, Chuck Willis, Dennis Wilson, Roger Wilson, Ronald Wilson, William Wingfield, Pearl E. Winslow, Frank A. Wood, Celene Woodford, Jon L. Woodside, Roy Woodside, Ed and Pam Yapple, Isabell Zable.

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