

Tribal employment

(The following is the recent job opening list. See Amelia Teevee in 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.)

Substitute teacher, Head Start, full time. Assist teachers in providing a safe, nurturing, and stimulating learning environment for a group of 3-5 year old children, and assist in meeting the special needs of children. High school diploma or GED. Good communication skills with children and adults. Team player. Good housekeeping and food service skills. Act in a professional manner and maintain a positive attitude. Develop positive relationships with each child and family. Assist in implementing lesson plans by interacting with children at their level, following the child's lead, yet providing appropriate guidance. Must be able to lift children up to 50 pounds and be in good to excellent physical condition. Enroll in the Criminal History Registry. Obtain First Aid/CPR and Food Handler's certification. Comply with the Drug Free Workplace policy. Must be willing to change diapers, work some evenings, participate in staff in service training, and travel for out-of town and some overnight training. Salary Range \$6.50 hr. Call Nancy Sampson, 553-3241.

Network administrator. The Office of Information Systems (OIS) was designated as business entity and renamed Eagle Tech Systems (ETS), a Warm Springs Tribal computer services company. ETS is looking for a team player who is detail and quality oriented. Effective communications, strong technical background and analytical skills are essential. A thorough understanding of information technology specifically including Microsoft NT/2003 and MS SQL Server are required with a MCSE/CNE or equivalent desired. Supporting a variety of customer based NT/2003 server applications in a network environment is the focus of this position. A working knowledge of financial application will be preferred. This is a mid to senior level position so only experienced applicants should apply. Salary is negotiable based on experience and education. Please submit cover letter and resume with business reference to Lloyd@eagle-t.com. Include salary requirements. For information call Lloyd Phillips, (541) 553-3275.

Housing executive director. Minimum bachelors degree in business administration. Minimum 3 years experience in housing business. Minimum 2 years supervisory experience. Must have extensive knowledge on tribal, HUD, HIPP

SCHRP policies, rules and regulations. Call Vesta Johnson, 410-2962.

Three Tribes Tile, manager. Warm Springs Ventures' newest enterprise is seeking a tribal member who will be responsible for the overall profitable success of our new line of custom tile. Responsibilities include but are not limited to: overseeing the entire production process, hire, train and schedule a 2-5 person staff, assigning tasks and deadlines, quality control-proof jobs to ensure compliance and accuracy, monitoring the shipping and receiving process, estimate costs, design templates, serve as a liaison between production, customer service and Kibak Tile LLC (Sister Company), understand the process of maximizing production and its role in a profitable business, recommend and implement changes to the production process to enhance quality control and profitability. Job requirements: tremendous organizational skills, have a strong attention to detail, have a positive, friendly, attitude, excellent problem solving skills, computer experience and ability to quickly master new PC programs, ability to work through a high volume busy season, have the versatility to work independently as well as within a team, possess a valid drivers license and have reliable transportation, past management or supervisory responsibility in a production facility. This position is available to Tribal Member only. It will be based in Warm Springs with a two month training period at Kibak Tile in Redmond. Salary range \$25,000 to \$30,000 per year. Call Sandra Danzuka, 553-3565.

Fuels manager, full-time. Must have a current and valid Oregon drivers license. Minimum education requirements: A: Degree in biological sciences, agriculture, natural resources, chemistry, or related disciplines, appropriate to the position; or B: a combination of education and experience, courses equivalent to a major, as shown in A above, plus appropriate experience or additional education. Duties: plans, schedules and implements the reservation-wide fuels management program, coordinates with the tribe and federal agencies to meet annual treatment goals, provide program coordination and ensures compliance with appropriate policies and regulations. Serves as the agency subject matter expert in the areas of fire effects, fire ecology, fuels assessment, smoke management, fuels treatment, prescribed burning, fire weather and fire behavior and provides leadership in fire suppression. Works in a team environment within the Fire Management organization and Natural Resource Branch, which requires

reaching consensus among differing viewpoints while under stress and within short timeframes. Responsible for developing and reviewing documentation necessary for environmental clearance of forest and range fuels management activities. Provides training, technical assistance and direction to agency and tribal staff relating to the fuels/fire program. Also conducts various public meetings with the tribal public and various tribal committees. Salary, \$19.02 an hour. Call Garrett Cooke, 553-2413.

Fuels planner, full-time. Must have a current and valid drivers license. Minimum education requirements: A: Degree in biological science, agriculture, natural resources management, chemistry, or related disciplines appropriate to the position; or B: combination of education and experience, courses equivalent to a major, as shown in A above, plus appropriate experience or additional education. Duties: Incumbent provides technical assistance in development, implementation and evaluation of fuels management projects and treatments. Incumbent is involved in various duties relating to the assessment of fire and fuels modification on natural resources, implementation of fuels treatments, prescribed burns and fire suppression. Incumbent works in a team environment within the Fire Management organization and Natural Resources Branch, which requires reaching consensus among differing viewpoints while under stress and within short timeframes. Responsible for developing and reviewing documentation necessary for environmental clearance of forest and range fuels management activities. Works with Natural Resource Branch and BIA Forestry to ensure fuels are addressed in project development. Incumbent provides training, technical assistance and direction to agency and tribal staff relating to the fuels/fire program. Provides report, plans and proposals to the fuels manager and fuels management organization for their review. Participates in various public meetings with tribal public and various tribal committees. Salary range, \$19.02 an hour. Call Garrett Cooke, 553-2413.

Fisheries program manager. Manages and supervises the fisheries program of the Confederated Tribes. Provides professional guidance and oversight on the reservation and for two off-reservation ceded area offices. Pursues and develops new funding sources, oversees contract compliance, provides tribal policy representatives with scientific information and recommendations and prepares and monitors program budgets. \$45,000 per year. Call Terry Luther, 553-2026.

Affiliated Tribes seek director

The Affiliated Tribes of Northwest Indians is seeking an executive director. Deadline to apply is March 31. Persons interested in applying should submit a resume, completed application and application letter by March 31. Mail to: Affiliated Tribes of Northwest Indians, 1827 N.E. 44th Ave., Suite 130, Portland, OR 97213-1443.

The executive director shall manage the organizational affairs, carry out the duties as assigned by the Executive Board, and pursue the established goals of the Affiliated Tribes.

The executive director shall have the authority to exercise responsibilities and duties as provided by the Constitution and by-laws, policies and directions of the Executive Board; represent ATNI by signature, title and person when duly authorized; to assist, organize, facilitate and support the committees established by the board, among other duties.

Specific job skills required: knowledge of our culture/traditions or willing to learn; understand program development and grant writing; have ability to secure the necessary additional funding sources to support the organization.

Jobs at Kah-Nee-Ta

Senior sales manager, one full-time position. This individual should be an excellent communicator, leader, negotiator, and self-motivated. Assist director of sales in Portland sales office. High school diploma or GED. Related college courses in sales or two-plus years in the following: Delphi, Springer Miller software, customer service and sales.

Training manager, one full-time position. Responsible for the development and training resort and casino employees. Bachelors degree with training and development certification preferred, two-plus years experience with the following computers including data entry word processing, spreadsheets and some data base programs.

Executive chef, one full-time position. This individual should be an excellent communicator, leader and self-motivated. Directly responsible for quality preparation and presentation of foods including fine dining.

Lifeguard, six part-time seasonal positions. A punctual and reliable individual responsible for ensuring the safety of facility patrons by preventing and responding to emergencies. Certified Red Cross (or equivalent program) lifeguard training, current CPR and First Aid, or willing to train to become certified.

Sales associate, four part-time seasonal positions. Responsible for cashier and money handling, guest service,

and selling of merchandise. Late night inventory required. Self motivated with the ability to "upsell." Possess a friendly attitude and work well with others.

Greenskeeper, two part-time seasonal positions. Maintain irrigation system and perform repairs when needed. Individual will perform other tasks as directed by golf course superintendent.

Kitchen prep cook, three part-time seasonal positions. Safe preparation of food for consumption as directed by chef. Dependable, and take pride in cleanliness of work area, learn the art of Garde Mangier.

Line cook/buffet, three part-time seasonal positions. Take pride in cooking some of the best food served in Oregon.

Dishwasher, four part-time seasonal positions. Expect to work late nights and weekends.

Grounds-gardner, one part-time seasonal position. Careful and safe operations of various landscape maintenance.

Casino snack bar cashier, one part-time seasonal position. Prepare and serve menu items. Cash handling and cash register experience. Must be at least 18, and submit and pass Oregon background check.

To anyone interested in working at Kah-Nee-Ta, please in apply in person at the resort Human Resources Department. Phone number is 553-1112, ext. 3401.

Tribes accepting bids on grazing, haying leases

The Confederated Tribes of Warm Springs is currently accepting bid proposals for short term grazing and haying leases on the Forrest and Oxbow Conservation Areas for 2004.

The 786-acre Forrest Conservation Area-Middle Fork parcel is located three-quarters of a mile west of the Highway 7 on County Road 20 and offers 350 Animal Unit months (AUMs) for bid.

The 3,445-acre Forrest Conservation Area-mainstem parcel is located approximately one-half mile to the east of Prairie City and offers 633 AUMs. The 1,022-acre Oxbow Conserva-

tion Area is located along the Middle Fork John Day River 8 miles west of the Highway 7 on County Road 20 and offers up to 400 AUMs for bid.

The haying lease will be bid for the mainstem Forrest parcel where harvest quantity is expected to be between 400 to 450 tons. Written proposal bids must be received in the John Day Basin Office by close of business on March 26.

For further information and to receive a bid package contact Conservation Area management. John Day Basin Office, 68073 Hwy 26, Prairie City, OR 97869. Phone (541) 820-3568.

House for sale

House for sale at Upper Dry Creek Canyon Road.

Private residence on five acres. Single story, three bedroom, two bath, and ranch style home with two-car garage. Lawn with underground automatic sprinkler system. Landscaped yard, mature nursery trees, front and back yard. Concrete retaining walls with cyclone fence

around yard. Newly renovated interior with new carpeting and vinyl floor. U.S. Department of Interior appraisal and fair market (sale price) \$166,000.

Must apply and qualify through the Tribal Credit Department, Mrs. Fuentes at (541) 553-3201. Shown by appointment only, call Norman Nathan at 553-1766.

Advertise in the Spilyay.
553-3274.

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