

Tribal employment

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

Cash management specialist. Full-time position. Maintain records of accounts receivable and cash receipt transactions on a daily basis. Receipting of all incoming cash and checks. Balance monies for daily bank deposit and keypunch in a timely manner into the general ledger. Key punching of all accounts receivable, cash receipts, adjustments and sales entries. Close accounts receivable and cash receipts system at month end. Assist in the Cash Management area. Maintain confidentiality in all job related matters. Experience: Three years accounting experience. Skills: Computer skills in accounting systems, worked processing and spreadsheets, business telephone techniques, ten key adding machine, record keeping systems, good communication oral and written, dependability a must. Back up the travel accountant. Salary range \$18,720 to \$22,995 a year. Call Nettie Downing, 553-3479.

Counseling Center secretary. Full time. Coordinate general office processes, maintain records, enter client data on computer. Provide secretarial and receptionist support services to the staff and clients of the Community Counseling Center, filing, duties as assigned. Must have high school diploma or equivalent. Must have one year of clerical experience, good communication skills and computer skills. Salary range \$18,500 a year. Call James Quaid or Carolyn Ribeiro, 553-3205.

Soil science manager. Supervise the resource management and planning section of the Tribal Environmental Office. Coordinate all activities within this section; responsible for coordinating monitoring requirements with the monitoring program manager and enforcement needs within the enforcement staff. Salary range \$31,148 to \$40,000 per year. Call Deepak Sehgal, 553-2001.

Equipment operator. Full time. Must have valid CDL with tank, air-brake, combination vehicle endorsements. Must be able to operate D-6 Dozer, 30 ton Tractor Trailer Transport, 3500 gallon Water Tender. Must be able to pass fitness test. Preferred that applicant have working knowledge of wildfire and prescribed burns, posses good oral/written skills, be familiar with operation of fire fighting equipment, be familiar with reservation roads. Salary \$12.79 an hour. Call Brad Donahue, 553-1146

Corrections officer (male). High school diploma or equivalent. Must possess a valid Oregon drivers license. Must have no felonies or domestic violence convictions. Must have no misdemeanor convictions within one year of employment. Watch over inmates, and ensure all operations. Salary negotiable. Call Raymond Tsumpti, 553-3272. Open until filled.

Fish biologist.

Primary duties are to conduct projects associated with the Shitike Creek steelhead kelt reconditioning project. Field activities include operation of juvenile migrant traps, weirs, snorkel surveys of fish abundance and behavior, identify, measure, mark, tag and collect tissue samples for genetic analysis. Transport kelts to reconditioning facilities, conduct reconditioning and outplant reconditioned kelts. Maintain facilities and equipment, supervise assigned staff, verify and summarize data, prepare progress reports and technical. Salary range \$2,102 per month to \$3,237 per month. Call Robert Spateholts, 553-2001.

Maintenance worker. Full-time position. Must have at least three years of verifiable work experience, including skills in carpentry from framing to fine finish, good quality painting skills, able to work with and install sheet rock-formica-floor tile and vinyl; able to install/service door hardware (entrance locks, dead bolts, panic bars, door closures); able to install/repair windows and other related hardware; able to perform roof repairs/installation. Must have a valid drivers license and able to show proof of vehicle insurance (no exception). Job requires heavy lifting/labor. Salary range \$22,000 to \$25,000 per year, depending on experience. Call Cecil Brunoe Jr., 553-4962 or 553-3246.

News reporter. Full-time position. Call Bill Rhoades at (541) 553-2013. Send cover letter, resume, clips to: Spilyay Tymoo P.O. Box 870, Warm Springs, Or. 97761 Salary range \$18,720 to \$19,921 per year.

Don't miss back-to-school BBQ and supplies distribution

In preparation for the beginning of the new school year, there will be a barbecue and school supplies distribution on the Warm Springs Campus this afternoon, Thursday, September 2, from 4 to 6 p.m.

This will be a great opportunity for parents and students to meet with teachers and principals.

The barbecue and supplies distribution will be held in front of the Community Counseling Center, between Warm Springs Elementary and the cafeteria.

The Spilyay Tymoo reaches more tribal member households than any other newspaper in Oregon.

What's Going On In Warm Springs?

Listen for the
COMMUNITY CALENDAR
ON **KWSO 91.9FM**
Warm Springs Community Radio
visit us online at www.kwso.org

Small Hands to Hold Love ... Not Fire

Fact: Children from age two to seventeen start fires that endanger lives, cause injuries, death and burn millions of dollars in property.

Fact: Children under the age of three cause a majority of these fires and lose their lives in the process.

This does not have to happen. Parents need to teach their children about the dangers of fire and create a fire-safe home.



Install Smoke Detectors ... Plan an Escape Route

AMERIND offers Home and Fire Safety Training to Children in Indian Country.

Contact AMERIND's Loss Prevention Team for more information:
www.amerind-corp.org 800-352-3496



AMERIND: A Consortium of Tribes Protecting Tribes and Their Families



Trading at the River

A Gathering of Native American Businesses & Tribal Enterprises

Hosted by ONABEN & ATNI-Economic Development Corporation

October 27th - 28th, 2004

Embassy Suites Portland Airport, Portland, OR

See **www.ONABEN.org**

for registration forms and more information

Trade Show hosted by the Oregon Native American Chamber of Commerce

See tribal
employment
on-line at
www.ctws.org.