

JOB OPPORTUNITY

■ **Data Entry Specialist**
Clinic Business Office
Grade: 4 FLSA
Status: non-exempt
CLOSING DATE: **OPEN UNTIL FILLED**

For a detailed job description,
please contact the Tribe's JOB LINE:



503-879-2257
1-877-TRIBEGR

www.grandronde.org

ODOT Employment Advertisements

The Oregon Department of Transportation (DOT) is seeking to fill two job positions:

■ **ROADWAY HIGHWAY SPECIALIST**
McMinnville Team
Announcement # OCOT1670
Application and required supplements must be received by 5:00 p.m. December 24, 2001.

■ **ACCOUNTANT 4**
Senior Financial Analyst
Salem Office
Announcement # OCOT1673
Salary \$3609-\$5088 monthly plus excellent benefits: health insurance; paid vacation, sick and personal leaves, nine paid holidays and full employer-paid retirement contribution. Application and required supplements must be received by 5:00 p.m. January 2, 2002.

For details on minimum qualifications, the application process and supplemental requirements please call 503-986-4030 (TTY 986-3854 for the hearing impaired) or visit www.odot.state.or.us/jobs to obtain and an application. ODOT is an AA/EEO Employer committed to a diverse work force.

TRIBAL HUMAN RESOURCES NOTICE:

Changes to Employment Eligibility Requirements

Effective November 1, 2001, the Tribe's Human Resources department's internal recruitment process will change to include enrolled members of the Confederated Tribes of Grand Ronde and meeting job requirements has been redefined. The eligibility requirements for Internal Postings will be for regular Tribal employees and enrolled members of the Confederated Tribes of Grand Ronde. Before we recruit from external sources, Tribal members and regular Tribal employees will have the opportunity to apply for positions and be considered for an interview if they meet the minimum qualifications of the position. All applicants must complete and submit a Tribal Employment Application along with a cover letter. Application materials must be received or postmarked no later than the closing date of the internal recruitment period.

Meeting Job Requirements: When applicants do not exactly meet the minimum qualifications of a position, they may substitute work experience for education and vice versa, at a two (2) for one (1) ratio, as long as they also have remaining education/work experience to meet the job requirement. Exceptions to this policy may apply in those positions requiring special professional certifications or degrees.

Tribal members interested in Internal Employment Opportunities will need to call the Job Line at 503-879-2257 or 1-877-TRIBEGR, check Tribal bulletin boards or visit our website at www.grandronde.org and select the employment option for a current list of positions open internally. These sources will be updated daily, as positions become available, so you will need to check frequently.

Please note that these changes will only apply to positions posted on or after November 1, 2001. If you have any questions regarding these changes, please call the Human Resources Department at 503-879-2109 or 1-800-422-0232, ext. 2109.

REQUEST FOR PROPOSAL

Tribal Housing Landscape Maintenance

The Grand Ronde Tribal Housing Authority desires to contract for services for landscape maintenance and mowing services at the following locations in Grand Ronde, Oregon:

- 1) the GRAND MEADOWS MANUFACTURED HOME SUBDIVISION and WETLANDS; and
- 2) the ELDER HOUSING RENTAL SUBDIVISION.

Proposals must be received by the Grand Ronde Tribal Housing Authority, 9615 Grand Ronde Road, Grand Ronde, Oregon 97347 no later than 4:00 p.m., January 3, 2002. Contact the Authority at 503-879-2401 for further information or a proposal packet.

PUBLIC NOTICE

Proposed Amendments to Grand Ronde Gaming Commission Regulations, Minimum Internal Control Standards and Game Rules

The Grand Ronde Gaming Commission has proposed amendments to its Regulations, Minimum Internal Control Standards and Game Rules. The proposed amendments will be presented at the General Session during the November 16, 2001 meeting of the Grand Ronde Gaming Commission.

The purpose of the amendments is to make technical, organizational and substantive changes to the Regulations and Minimum Internal Control Standards to update them in light of changes to the Gaming Compact between the Tribe and the State of Oregon and pending changes to the Gaming Ordinance, and to provide for more efficient enforcement of applicable gaming laws. The organizational changes to the Regulations include, but are not limited to, the removal of game rules to a new document entitled "Game Rules" and condensing the Regulations into fewer, subject specific chapters. The substantive changes to the Regulations include, but are not limited to, modifying the process for appeals of licensing decisions to the Commission, modifying the process for taking disciplinary action against licensees, modifying the license renewal process, increasing reporting requirements of the gaming operation, and adding monitoring and control system requirements for Video Lottery Terminals (VLT). The Minimum Internal Control Standards were re-organized and condensed with amendments to the sections on poker tournaments, VLT jackpot verifications, complimentaries and player tracking.

For a copy of the proposed amendments, please contact the Grand Ronde Gaming Commission at 503-879-2362. The commission invites comments on the proposed amendments. Please send your comments to the Grand Ronde Gaming Commission, P.O. Box 155, Grand Ronde, Oregon, 97347.

Comments must be received by December 21, 2001.

Public Meeting Notice

The Veteran's Memorial Ad-Hoc Committee meets the fourth Tuesday of each month at 6:30 p.m. at the Tribal Community Center. Interested Tribal and community members are invited to attend and participate. Thank you!

COMPUTER CLASSES

MONDAYS from 9 a.m. to 11:30
Dec. 17: Windows 98, part 2

TUESDAYS from 9:30 a.m. to 12:00
Dec. 18: Use of Tribal Network

WEDNESDAYS from 9 a.m. to 11:30
Dec. 19: Corel Word Perfect, part 2

THURSDAYS from 9 a.m. to 11:30
Dec. 20: Microsoft Excel, part 2

FRIDAYS from 1 p.m. to 3:30
Dec. 21: Microsoft Word, part 2

To pre-register call 503-879-2484.
Held at the Governance Center.



Jim Pepper CD's
On Sale
**Pepper's
Pow Wow**
\$15

Contact the Public Information
Office at 503-879-2321.

All proceeds go to the
Jim Pepper Scholarship Fund.

Home For Sale

Grand Meadows — Lot 9

1998 MARLETTE
MANUFACTURED HOME
ASKING PRICE: \$75,000



■ **DESCRIPTION:** This home is approximately 1,500 square feet in size, with 3 bedrooms and 2 bathrooms. Included appliances are dishwasher, refrigerator and stove. Washer and dryer hook-ups.

■ **SPECIAL FEATURES:** 3-foot flower bed surrounding house on three sides. 8' x 10' enclosed shed with double doors. Three car driveway. Large master bathroom. Walk-through closets in two of the bedrooms.

■ **REMARKS:** Quiet neighborhood with friendly people. Safe environment where kids can roller blade, ride scooters and bicycles.

■ Interested Tribal members may contact Trevor and Charlie Aaron at 503-879-3788 or e-mail at tdacka@aol.com.



Home For Sale

Grand Meadows — Lot 7

1997 MARLETTE LAKE CREST
MANUFACTURED HOME
ASKING PRICE: \$82,000
— MAKE AN OFFER —

■ **DESCRIPTION:** This home is 1,398 square feet in size, with 3 bedrooms and 2 bathrooms. Appliances include: stove, dishwasher built in microwave.

■ **SPECIAL FEATURES:** Big deck and huge fenced in back yard, garden area and 8' x 10' storage shed.

■ **REMARKS:** Bathrooms have upgraded mirrors and shower doors.

■ Interested Tribal members may contact Jeff and Stacy Huff at 503-879-2873, 503-932-4229 or 503-879-2889.