



LITTLE RIVER BAND OF OTTAWA INDIANS POSITION VACANCY ANNOUNCEMENT

Position: Aquatic Biologist - Wetlands - Natural Resources Dept. **(Full Time – Regular) (1)**

Summary: This position will be responsible for the day to day operation of the Tribe's Wetlands and Wild Rice Program and assists with the day to day operation with the Water Quality and Fisheries programs as assigned.

Employment Qualifications: A qualified candidate offers:

- Bachelor's Degree in Biology, Aquatic Biology, Fisheries, or closely related field; and
- Two (2) years' work experience in the aquatics biology, wetlands and/or water quality; and
- A valid Michigan Operator's License with the ability to be insured under Tribe's policy; and
- Intermediate computer skills with Microsoft Office Applications, ArcGIS, and statistical software; and
- Strong verbal communication, written communication, organizational, project management, interpersonal and teamwork skills; and
- Heightened attention to detail and accuracy; and
- Commitment to confidentiality.

Indian Preference applies in accordance with Ordinance #15-600-02

Pay Grade: E3

Hiring Range: \$37,559.00 - \$49,808.00

Status: Exempt

Application Instructions:

Obtain an **LRBOI application form (required)** and a copy of the position description on the Tribe's website www.lrboi-nsn.gov or by contacting Human Resources at:

LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660

Phone: (231) 398-6859; Email: aliciaknapp@lrboi-nsn.gov .

*To apply, please submit **completed LRBOI application (required), cover letter, resume, degree transcripts, any/all trainings/certifications relevant to position and a copy - front and back - of valid Driver's License**; no later than February 2, 2021 at 5 pm to:*

LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660

Fax: (231) 331-1233; Email: aliciaknapp@lrboi-nsn.gov .

Incomplete or Late submissions will not be considered.

Conditions of employment with Little River Band of Ottawa Indians Tribal Government includes, passing a pre-employment drug test and background investigation, possession of a valid Driver's License throughout employment and being insurable under the Tribe's insurance policy, and successfully completing a ninety (90) day introductory period.

Posted – 01/19/2021

Remove – 02/02/2021