



LITTLE RIVER BAND OF OTTAWA INDIANS POSITION VACANCY ANNOUNCEMENT

Position: Maintenance/EVS Technician – Health services – Muskegon FT

Summary: The position is responsible for the completion of maintenance requests within the Little River Health Center of Muskegon, and for maintaining a safe and properly functioning work environment. The position is also responsible for performing routine and repetitive cleaning activities within Little River Health Center of Muskegon. Travel may be expected between the Muskegon and Manistee Health Centers or any additional request by Supervisor and/or Director of Health Services.

Employment Qualifications: Minimum Necessary Qualifications-

- Applicant is a minimum of 18 years of age; and
- High School Diploma or GED; and
- Work experience of two (2) or more years or the equivalent combination of work and training in the maintenance field; and
- Valid Driver's License with the ability to be insured under the Tribe's insurance policy, and
- Superior performance in the selection process as determined at the sole discretion of the LRBOI Hiring Manager, including but not limited to all of the following: any pre-employment interviews, skills testing, credentialing, drug screening, background investigations, reference checks and previous work history, passing a pre-employment drug test and background investigation, possession of a Driver's License throughout employment and being insurable under the Tribe's insurance policy.

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

Pay Grade: NE8 **Hiring Range:** \$15.00 - \$18.32 - Commensurate with Verified Qualifications

Status: Non- Exempt / Hourly/Bi-weekly Pay

Background Check: Extensive

Application Instructions:

Obtain an application form 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 application, copies of licensures/certifications, and /or trainings relevant to this position, copy front /back of driver license, cover letter and resume, to: LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660 Fax: (231) 331-1233; Email: apply@lrboi-nsn.gov.

Incomplete submissions will not be considered.

Conditions of employment with Little River Band of Ottawa Indians Tribal Government includes superior performance in the selection process, including but not limited to all of the following: any pre-employment interviews, skills testing, credentialing, drug screening, background investigations, reference checks and previous work history, 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.

For the complete job description or further information, please contact the LRBOI HR Department.

Posted 10/06/2022

Removal 10/20/2022