



LITTLE RIVER BAND OF OTTAWA INDIANS POSITION VACANCY ANNOUNCEMENT

Position: Maintenance Technician - Maintenance – Updated (2- Full Time - Regular)

Summary: The position is responsible for the completion of maintenance work order requests within assigned areas, and for maintaining a safe and properly functioning work environment.

Employment Qualifications: Minimum Necessary Qualifications –

- Minimum of 18 years of age; and
- A High School Diploma or GED; and
- A work experience of two (2) or more years, or equivalent combination of work and training in the maintenance field (experience in snowplowing or willingness to learn); and
- A valid Driver License (w/CDL endorsement preferred) with the ability to be insured under the Tribe's insurance policy.
- 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 valid 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: NE6

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

Starting Wage: \$14.00

Background: 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, cover letter, resume, copy of valid Driver License front/back and any/all licenses/certifications relevant to this position to:

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

Fax: (231)331-1233; Email: aliciaknapp@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 passing an extensive background investigation prior to employment and successfully completing a 90-day introductory period.

For further information, please contact the LRBOI HR Department.

Updated – 01/05/2022

Tribal Member Posting Period – 01/05/2022 through 01/15/2022

General Posting Period – Subject to outcome of Tribal Member selection process.