



LITTLE RIVER BAND OF OTTAWA INDIANS POSITION VACANCY ANNOUNCEMENT

Position: Fisheries Technician – Great Lakes - (1 Full Time - Regular)

Summary: This position will be responsible for assisting the Tribe's Fisheries Division, Great Lakes Assessment Program in all aspects of fisheries research, assessments, surveys, and laboratory work to protect the Tribes' Sovereign Right to hunt, fish and gather within the 1836 Ceded Territory. This position will include extensive fieldwork, equipment maintenance, public assistance, and office support activities.

Employment Qualifications: Minimum Necessary Qualifications -

- A High School Diploma or GED; and
- One (1) year specific field experience in fisheries fieldwork; and
- A valid Michigan Operator's License with the ability to be insured under Tribe's policy; and
- Experience operating and trailering watercraft; and
- Proficiency and demonstrable computer skills with MS Office 365 applications, specifically Excel; and
- Strong verbal communication, written communication, organizational, interpersonal, and teamwork skills; and
- Heightened attention to detail and accuracy; and
- Commitment to confidentiality; 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.

Preferred Qualifications:

- Two (2) years or more of specific field experience in fisheries fieldwork; and
- Technical skills of an intermediate user of MS Office 365 software/computers including management and Excel; and
- Experience conducting fisheries assessment surveys, processing, and aging fish structures; and
- Experience in identifying Fish species.

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

Pay Grade: NE7 **Status:** Non- Exempt / Hourly/Bi-weekly Pay **Background Check:** Basic
Hiring Range: \$15.00 - \$18.02 - **Commensurate with Verified Qualifications**

Application Instructions:

Obtain an application form and a copy of the position description by contacting Human Resources or visit our website at lrboi-nsn.gov under the employment heading:

LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660
Phone: (231) 398-6859; Email: aliciaknapp@lrboi-nsn.gov.

Incomplete submissions will not be considered.

To apply please submit: **completed LRBOI application, cover letter, resume, copies of any/all licensure(s) and/or certifications required/relevant for position, copy front/back of Tribal ID (if applicable) and copy front/back of driver license; 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.

Posted: 01/18/2023

Removal: 02/01/2023