

JOB ANNOUNCEMENT

POSITION: Laborer

SALARY: Grade 11-17 – ; \$14.64 – \$19.32 per hour DOE

DEPARTMENT: Duck Valley Irrigation Project

SUPERVISOR: Water Master Foreman/Water Resources Director

DIVISION: Water Resources

CLASSIFICATION: Non-Exempt

OPEN: September 6, 2023

CLOSES: September 20, 2023

SPECIFICATIONS: All applications must be fully completed. Any incomplete, undated or unsigned applications will not be processed (Do not refer to the resume in lieu of making required comments on the application). Please attach all required documentation as specified in the Job Announcement. **Failure to attach required documents will disqualify you from consideration for this position.** Employment Applications are available at the Human Resource Department. Any questions regarding this position is to be directed to the Human Resource Department at the above listed telephone number.

Preference for filling vacancies will be given to qualified Indian Applicants in accordance with the Indian Preference Act (Title 25 U.S. Code, Section 472 and 473). However, the Shoshone-Paiute Tribes is an equal opportunity employer and all qualified applicants will be considered in accordance with the provisions of Section 703 (I) of the Title VII of the Civil Rights Act of 1964, as amended.

The Shoshone-Paiute Tribes application form for employment must be received by the Human Resources Office by 5:00 PM of the closing date of this job announcement.

All Interview notifications will be made by certified mail. It is your responsibility to notify Human Resources if your mailing address and/or phone number changes.

In accordance with Shoshone-Paiute Tribes' Resolution No. 00-SPR-31, all new employees are required to pass a pre-employment drug/alcohol test.

THE SHOSHONE-PAIUTE TRIBES RESERVES THE RIGHT TO CONDUCT BACKGROUND CHECKS ON ALL NEW EMPLOYEES. In accordance with Shoshone-Paiute Tribes' Resolution No. 95-SPR-135

SPECIAL CONSIDERATIONS:

This position is subject to random drug testing and a background check as a condition of employment. This individual operates Tribal vehicles and equipment on a regular basis. This person comes into close contact with children and seniors in the course of delivering services to the community. This individual works in hazardous environments (machinery, electricity, chemicals).

DUTIES AND RESPONSIBILITIES:

1. Must be able to drive Tribal vehicle.
2. Climb to heights and conduct work with proper safety restraints
3. Lift heavy loads up to 70 lbs and navigate construction job site terrain
4. Dig pits, trenches, and foundations in preparation for job site construction
5. Operate heavy machinery, including construction vehicles
6. Identify utility lines
7. Perform setup and cleanup tasks at job site
8. Direct traffic when necessary to ensure safety of pedestrians, motorists and work crew
9. Back-fill trenches and pits when necessary
10. Provide labor support as needed for specialty crew
11. Perform general maintenance of construction equipment and vehicles
12. File and sort required documentation and
13. All other duties as assigned

QUALIFICATIONS:

1. High School Diploma, GED Equivalent, or the ability to pass the GED exam within the first 6 months of hire. Failure to get at minimum GED before the end of the employee's probationary period will result in separation from the Department.
2. A valid Idaho or Nevada Driver's License and the desire to acquire a Commercial Driver's License (CDL preferred but not essential). Must have a good driving record.
3. Perform essential duties and responsibilities efficiently, accurately, and safely.

PREFERRED WORKING KNOWLEDGE OF:

- A. Field Equipment (e.g. mobile radio, dozers, track machines, two ton truck, 5-10 yard dump truck, back hoe, equipment transport truck, trailer and other field equipment the program may require.)
- B. Knowledge of, or willing to learn basic, water measurement skills.
- C. Basic knowledge of computer program such as Word, Excel, Publisher, and internet browsers is preferred, but not required.
- D. Knowledge and/or experience in Water or irrigation program is preferred.
- E. Good communication skills (both oral and written).