

JOB ANNOUNCEMENT

POSITION: Seasonal 101 Ranch Laborer
SALARY: Grade-13/Step-01: \$14.95 per hour
Program: Wildlife & Parks – 101 Ranch
Supervisor: Wildlife Biologist/101 Ranch Project Manager
Division: Tribal Administration
Classification: Non-Exempt
Work Location: Mountain City, NV

OPEN: April 4, 2022

OPEN UNTIL FILLED

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 (l) 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 HR 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 service to the community. This individual works in hazardous environments (machinery, electricity, chemicals).

JOB SUMMARY:

Under the supervision of the 101 Ranch Project Manager with the oversight by the Director of Fish, Wildlife and Parks, the Fish/Wildlife/Range laborer will perform a variety of job duties for the Wilson/101 Ranch, the Tribes' wildlife mitigation property located near Mountain City, NV.

SPECIFIC DUTIES:

1. Will safely operate and maintain program equipment, including but not limited to hand tools, gas-powered generators, lawn mowers, chain saws, horse and equipment trailers, etc.
2. Will be responsible for the proper care and operation of government lease vehicles, Tribal and program vehicles, including four-wheelers (all terrain vehicles).
3. Will assist in the collection of biological information relating to fish, wildlife, invertebrates, habitat, and vegetation.
4. Will assist with wildlife and vegetation studies, surveys and fish and wildlife trapping employing a variety of techniques.
5. Will be responsible for repair, maintenance, removal and construction of fences.

6. Will be responsible for repairs and maintenance of irrigation system to include ditch cleaning, setting water, installation, upkeep and maintenance of irrigation diversions, etc.
7. Will undertake habitat enhancement and restoration activities to include riparian plantings, invasive species removal, electric fence construction, etc.
8. Will survey and GPS weed infestations and be responsible for treating weeds according to established protocols.
9. Will often work independently out in the field with minimal supervision.
10. May supervise intermittent or temporary staff members.
11. Will be responsible for picking up supplies from various locations.
12. May assist in installation and maintenance of water developments and other improvements and check for trespass livestock.
13. Will work with 101 Ranch Project Manager and others to collect and record data.
14. Will draft weekly work lists of duties to be accomplished in conjunction with supervisor.

15. Will answers phones, conduct property tours and interact with the public in a variety of settings.
16. Will work with livestock, travel horseback to accomplish work activities and be available to work flexible hours to include nights and weekends.
17. Will perform general maintenance tasks at ranch to include yard maintenance, repairs to corrals, barn outbuildings, etc.
18. Will operate farm machinery including 45HP Kubota tractor with backhoe and loader, haying equipment, etc.
19. Will occasionally attend training seminars, workshops and educational events.
20. Other duties as assigned.

MINIMUM REQUIREMENTS:

1. Valid Nevada or Idaho driver's license and good driving record. (Must attach a current motor vehicle report).
2. Possess a pesticide applicators license or agree to obtain a pesticide applicators license within two months of employment and be willing to treat weeds using restricted use and/or non-restricted use herbicides.
3. One year field experience in fisheries, wildlife research and/or habitat restoration work.
4. Must be in good physical condition.
5. Must be able to work independently.
6. Must be able to work in inclement weather conditions.
7. High School Diploma or GED.
8. Must have good record keeping skills and be willing to fill out forms accurately on a daily basis.

PREFERRED EXPERIENCE:

1. Two years biological data collection and recordkeeping experience.
2. Two years GIS and GPS experience, including mapping, downloading and filing data.
3. Two years native plant and weed identification skills.
4. Proven experience in installing and maintaining water developments including installation of head boxes, water troughs and water lines.
5. Associate's Degree in Wildlife Resources, Fisheries, or closely related field.