



Confederated Tribes of the Chehalis Reservation
420 Howanut Road, PO Box 536, Oakville, Washington 98568
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JOB OPENINGS WITH CLOSING DATE OF December 22, 2017

Corrections Officer:

Participate in the day-to-day operations of the jail which involves, but is not limited to, booking and releasing offenders, maintaining security of the facility, escorting offenders within and/or outside the secure confines of the jail, effectively managing volatile and violent offenders, and fulfilling a number of clerical duties. Education and Experience: High School diploma or GED with at least two years directly related Corrections Officer experience preferred. Prefer experience with American Indian/ Alaska Native communities.

Law Enforcement Officer-LATERAL:

In cooperation with the community performs patrol, investigative, service and enforcement functions, provides for the safety of the public, and performs related duties as required. Education and Experience: AA in related field or graduation from WSP Academy or BIA Police Academy. Prefer experience with American Indian / Alaska Native communities.

Child Care Assistant:

Provides a developmentally appropriate classroom environment that will provide for social, emotional, physical and intellectual needs. Also assists in guiding parents toward interaction and care of children in the program. Education and Experience: High School graduation or GED required. Prefer experience working with children and families, preferably in Native American Communities.

Realty Officer:

Principal work will include: coordinating tribal real estate transactions for fee and trust lands, prepare and review real estate documents, negotiate land acquisitions, manage ILCA, trust to fee applications, land surveys and environmental reviews, work with BIA and BLM. Education and Experience: Bachelor's Degree in related field, Associate's Degree and 5 years experience as a Realty Officer II or equivalent can be substituted.

Dental Assistant:

Perform a variety of patient care, office, and laboratory duties. Work chair side with dentist to examine and treat patients. Make patients as comfortable as possible in the dental chair, prepare them for treatment, and obtain their dental records. Education and Experience: HS Diploma/GED, successful completion of certified dental assistant program and 3 years experience.

Domestic Violence Advocate:

Provide advocacy-based services for victims/survivors of domestic violence and sexual assault. Education and Experience: Bachelor's Degree in related field and 2 years experience preferred. OR Associates Degree with 4 years directly related experience.

On Call Positions: Head Start Teacher Aides, Childcare Aides, Bus Drivers, Cooks, Receptionist:

The Head Start program is always accepting applications for On Call/Substitute aides. This entails a variety of duties to include working in the classroom with the teachers, cleaning classrooms, helping the Head Start cooks. There is no set schedule and will be based on need. Basic knowledge of food preparation and sanitation regulations are required for those substituting in the Kitchen. Must be able to lift on a regular basis 50lbs. and on occasions maneuver objects weighing up to 100lbs. Bus Drivers needs valid WA CDL. Receptionists must be able to answer multi line phone system.

Confederated Tribes of the Chehalis Reservation applies a Chehalis Tribal Member and Native American preference policy to all employment opportunities as provided by Public Law 88-352, Section 703, Title VII, and Civil Rights Act of 1964.

Confederated Tribes of the Chehalis Reservation is an Alcohol and Drug Free Employer, we follow Federal Guidelines.