



JOB OPENINGS

November 3, 2021

POSITIONS OPEN UNTIL FILLED

Store Clerk & Maintenance/Stocker @EOT Flagship (FULL-TIME)-

Maint/Stock Sat & Sun 7am-3pm, Store Clerk Mon-Wed 2pm-10pm

Job Summary: Supports the operation of the End of the Trail store by providing excellent customer service that meets or exceeds customers' expectations. Assists customers with merchandise service and sales. Operates POS cash register. Ensure store stock level is maintained to provide adequate quantities of products to meet customer demands, rotate products to ensure freshness. Ensures adherence to set policies and procedures in reference to store cleanliness and sanitation. Experience: General experience in related areas compatible to position duties. \$15.50/hr

Office Manager @CCC

Job Summary: Organize and coordinate office administration and procedures, to ensure organizational effectiveness. Manages day-to-day operations of construction office with a focus on efficiency and time management. Experience in handling a wide range of administrative & management support related tasks and able to work independently with little or no supervision. Work closely with subcontractors and vendors, obtaining and submitting bids for projects. Education: Associate degree from a 2-year college required. Bachelor's degree from a 4-year college preferred. Experience: 2-4 years directly related office manager experience in construction environment preferred. Experience with scheduling & budgeting. Advanced computer skills. Supply management experience. Excellent written and verbal communication skills. Wage DOE.

APPLY NOW! 18120 Anderson Rd SW, Oakville, WA 98568

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Send your resume to: mjones@chehalistribe.com or aboyd@chehalistribe.com