

**CONFEDERATED SALISH AND KOOTENAI TRIBES
OF THE FLATHEAD NATION
PO BOX 278
PABLO MT 59855
406.675.2700
PERSONNEL DEPARTMENT FAX: 406.675.2711
CSKT Website: csktribes.org
E-mail: shelley.grenier@cskt.org**

******VACANCY ANNOUNCEMENT******

TITLE: Aquatic Invasive Species Specialist

LOCATION: Natural Resources Department
Division of Fish, Wildlife, Recreation & Conservation

SALARY: \$15.94-\$18.47 per hour

CLOSING DATE: Thursday, December 20th, 2018 @ 5:30 p.m.

SPECIAL CONDITIONS:

This is not a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. **The successful applicant if not already employed by the Tribes must pass a pre-hire drug test and will be required to serve a mandatory six-month probationary period.**

The Aquatic Invasive Species Specialist is a full-time position responsible for carrying out duties related to projects conducted by the Natural Resource Department's Aquatic Invasive Species Program. Most of the work will be in the field.

Duties of the position include, but are not limited to:

- Assists with AIS management work including, but not limited to:
 - Correctly identify invasive species and aquatic ecology;
 - Assist with the development, implementation and operation of watercraft inspection stations;
 - Operating boats, motorboats, 4x4 vehicles, in a safe and responsible manner;
 - Maintaining field and laboratory equipment, assigned Information and Education vehicles, and office/shop space.
- Assists with monitoring for AIS on reservation waters including, but not limited to:
 - Conduct monitoring for AIS;
 - Accurately recording field data, entering and verifying data using a computer, performing miscellaneous clerical duties as assigned.
- Assists with the implementation of public education projects, including, but not limited to:
 - Assist with the development and implementation of AIS education for public outreach and education including development of Power Point and other presentations;
 - Deliver AIS outreach and education presentations throughout the region;
 - Participate in a campaign to educate the public about AIS;
 - Assist in Information & Education Program environmental education events.
- Performs other miscellaneous assignments, as directed by supervisor.

MINIMUM QUALIFICATIONS (AS REFLECTED ON THE TRIBAL EMPLOYMENT APPLICATION)

- The AIS Specialist is required to have a high school diploma or G.E.D, or can successfully demonstrate the capabilities to do the work through work experience.
- Possession of, or eligibility for, a valid Montana Motor Vehicle Operator's license and be insurable under the Tribe's insurance policy. Must complete CPR and basic First Aid training.
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SUBMIT:

1. Completed Tribal employment application.
2. Certified copies of relevant academic transcripts and training certificates.
3. If you are claiming Veterans Preference, a copy of the DD214 must be submitted with the application.
4. Proof of a valid Driver's License.

SUBMIT ALL OF THE ABOVE TO: Cynthia Matt, Personnel Office, P.O. Box 278, Pablo MT 59855, telephone 406.675.2700, ext. 1043.

FOR MORE INFORMATION:

Contact: Germaine White, NRD Division of FWRC @ 406.675.2700, ext.7299.

**AQUATIC INVASIVE SPECIES SPECIALIST
NATURAL RESOURCES DEPARTMENT
DIVISION OF FISH, WILDLIFE, RECREATION & CONSERVATION**

The successful applicant is required to have a high school diploma, or G.E.D, or can successfully demonstrate the capabilities to do the work through work experience. Possession of, or eligibility for, a valid Montana Motor Vehicle Operator's license and be insurable under the Tribe's insurance policy. Must complete CPR and basic First Aid training. All applicants must submit a completed Tribal employment application, proof of a valid Driver's License, certified copies of relevant academic transcripts and training certificates and if you are claiming Veterans Preference, a copy of the DD214 must be submitted with the application. **This is not a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. The successful applicant, if not already employed by the Tribes must pass a pre-hire drug test and serve a mandatory six (6) months probationary period.** Salary is \$15.94 to \$18.47 per hour and includes benefits. To apply, contact Personnel at (406) 675-2700 Ext. 1043. Tribal applications are also available online at csktribes.org. Closing date will be Thursday, December 20th, 2018 at 5:30 p.m.

CSKT IS A TRIBAL MEMBER PREFERENCE EMPLOYER

PLEASE PUBLISH IN THE CHAR-KOOSTA CLASSIFIED ADS ON:

1. **December 6th, 2018**
2. **December 13th, 2018**

**BILL TO: NATURAL RESOURCES DEPARTMENT
DIVISION OF FISH, WILDLIFE, RECREATION & CONSERVATION
P. O. BOX 278
PABLO, MT. 59855**

**If you have any questions, feel free to contact Shelley Grenier (406) 675-2700 Ext. #1042
FAX: (406) 675-2711 or E-Mail: shelley.grenier@cskt.org.**