

**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: Watercraft Inspection Station Supervisor
Full Time Furloughable Position

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

SALARY: \$14.56-\$16.83 per hour

CLOSING DATE: Thursday, February 28th, 2019 @ 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 Watercraft Inspection Station Supervisor is a full-time furlough-able position responsible for carrying out duties related to watercraft inspections 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:

- Assists the Aquatic Invasive Species (AIS) Coordinator with Watercraft Inspection Station management including, but not limited to:
 - Provide site management of inspectors at multiple locations;
 - Ensure that watercraft inspection stations have sufficient materials and equipment;
 - Maintain watercraft inspection station equipment and assigned vehicles;
 - Provide on-call shift fill ins and operational support;
 - Ensure the watercraft inspectors properly follow inspection station protocols;
 - Provides reports to the AIS coordinator on watercraft inspection station operations;
- Assists the AIS coordinator with training of watercraft inspectors
 - Reviews training material and makes recommendations to the AIS Coordinator
 - Organizes hands on watercraft inspection and decontamination
- Performs other miscellaneous assignments, as directed by supervisor.

MINIMUM QUALIFICATIONS (AS REFLECTED ON THE TRIBAL EMPLOYMENT APPLICATION)

The Watercraft Inspection Supervisor is preferred to have a Level I Watercraft Inspector Training certificate. The Watercraft Inspection Supervisor 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. Two years of Watercraft Inspection experience required. 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. Must complete defensive driving course upon hire and every three years thereafter. Must wear Tribal Government identification and safety apparel when conducting field activities.

SUBMIT:

1. Completed Tribal employment application.
2. Copy of relevant academic transcripts.
3. Copy of current valid driver's license.
4. Proof of enrollment from a federally recognized Tribe if other than CSKT.
5. If claiming veteran's preference, a copy of DD214 must be submitted.

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: Erik Hanson, NRD Division of FWRC @ 406.675.2700, ext.7280.

**WATERCRAFT INSPECTION STATION SUPERVISOR
FULL TIME FURLOUGHABLE POSITION
NATURAL RESOURCE DEPARTMENT**

The successful applicant must possess two years of Watercraft Inspection experience. The Watercraft Inspection Supervisor 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. Must complete defensive driving course upon hire and every three years thereafter. Must wear Tribal Government identification and safety apparel when conducting field activities. All applicants must submit a completed Tribal employment application, copy of relevant academic transcripts, copy of current valid driver's license, proof of enrollment from a federally recognized Tribe if other than CSKT and if claiming veteran's preference, a copy of DD214 must be submitted. . **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 \$14.56 to \$16.83 per hour. To apply, contact Personnel at (406) 675-2700 Ext. 1043. Tribal applications are also available online at csktribes.org. Closing date will be Thursday, February 28th, 2019 @ 5:30 p.m.

CSKT IS A TRIBAL MEMBER PREFERENCE EMPLOYER

PLEASE PUBLISH IN THE CHAR-KOOSTA CLASSIFIED ADS ON:

1. **Thursday, February 14th, 2019**
2. **Thursday, February 21st, 2019**

**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.**