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## Ute Indian Tribe Job Vacancies

**Announcement: January 30<sup>th</sup>, 2020 – February 13<sup>th</sup>, 2020**

*(Note: Tribal Preference will be exercised.*

*All salaries are DOE and subject to change.)*

<b>Announcement #</b> 2017-082	<b>POSITION:</b> Seasonal Biological Technician <b>Department:</b> Natural Resource Sclerocactus Plan	<b>Salary:</b> Pending Funding Availability <b>Hourly Rate:</b> <b>Classification:</b>
<b>Qualifications:</b>	High School Diploma or G.E.D. Driver's License, Must be able to obtain a Tribal License. Responsible for conducting field monitoring and or compliance checks and completing required support documentation in implementing the sclerocactus plan. Not to exceed over 6 months, budget depending. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license.	
<b>Announcement #</b> 2018-29	<b>POSITION:</b> Botanist <b>Department:</b> Natural Resource Sclerocactus Plan	<b>Salary:</b> Contingent on Funding in Account <b>Hourly Rate:</b> <b>Classification:</b>
<b>Qualifications:</b>	Advanced degree and additional experience in botany, conservation biology, plant ecology, or closely related field will be considered for initial placement at the mid-or senior-level performance. Successfully completed college/university course work to meet current federal requirements as a Botanist, Series 0430. 3 years of directly related botanical / special status plant species field experience etc. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license.	
<b>Announcement #</b> 2019-34	<b>POSITION:</b> Licensed Therapist <b>Department:</b> Red Pine R.T.C.	<b>Salary:</b> \$55,000.00 <b>Hourly Rate:</b> \$26.44 <b>Classification:</b> Full Time
<b>Qualifications:</b>	High School Graduate or equivalent. Must possess a valid Utah State Driver's License and qualify for a Ute Tribe. Associate degree in Chemical Dependency, Behavioral Health, Counseling or related field. Valid State Certified Substance Abuse Counselor or Licensed Substance Abuse Counselor credentials. Four (4) years, experience working in the substance abuse field.	
<b>Announcement #</b> 2019-80	<b>POSITION:</b> Hatchery Manager <b>Department:</b> Fish & Wildlife – Fisheries	<b>Salary:</b> D.O.E. <b>Hourly Rate:</b> <b>Classification:</b>
<b>Qualifications:</b>	High School Diploma or G.E.D, Must poses a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Must have a minimum requirement of a Bachelor Degree in Fisheries, Fish Culture, or closely related field and / or equivalent experience in fisheries biology, aquaculture, and Fish harvest and hatchery maintenance.	
<b>Announcement #</b> 2019-119	<b>POSITION:</b> Education Specialist <b>Department:</b> Head Start	<b>Salary:</b> \$43,160 <b>Hourly Rate:</b> \$20.75 <b>Classification:</b> Full Time
<b>Qualifications:</b>	A Bachelor's or advanced degree in early childhood education; or a bachelor's or advanced degree in any subject with 30 credits in early childhood education and experience teaching preschool – age children. Five (5) years of experience in an early childhood program. Preferred Qualifications: Master's Degree in Early Childhood Education or related field and a minimum of three years' experience in an early childhood program.	

<b>Announcement #</b> 2019-120	<b>POSITION:</b> Health & Safety <b>Department:</b> Head Start	<b>Salary: \$36,712</b> <b>Hourly Rate: 17.65</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	Associate Degree in Public Health, Nursing, Health Education, or a closely related degree. Four years paid experience in public health, nursing, health education, maternal child health or health administration. CACFP Certification; clearance on background check conducted by the Ute Indian Tribe; clearance on drug and alcohol testing; medical examination denoting good mental and physical health; current CPR, First Aid, Universal precautions, and Food Handler's permit, or willingness to complete these four trainings within one month of hire, and Must poses a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license	
<b>Announcement #</b> 2020-04	<b>POSITION:</b> Water Database Technician <b>Department:</b> Water Resources Department	<b>Salary: \$40,000</b> <b>Hourly Rate: \$24.03</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	High School Diploma or G.E.D, Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Education with demonstrated experience I computerized accounting and /or database system. Be proficient in working within Microsoft operating system and a familiarity with basic relational data base technology of being a valued team member. Experience in handling land / property records would be a plus. Excellent communication, organization skills. Excellent office skills knowledge of all office equipment	
<b>Announcement #</b> 2020-08	<b>POSITION:</b> Social Services <b>Department:</b> Director	<b>Salary: \$80,000</b> <b>Hourly Rate: \$38.46</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	Master's Degree from accredited school or Social Work or related field, and meets State certification requirements. Two (2) years, experience in social work, three (3) years supervisory experience. Ute Language a plus.	
<b>Announcement #</b> 2020-13	<b>POSITION:</b> Wildlife Technician <b>Department:</b> Fish & Wildlife – Big Game Enhancement	<b>Salary: \$12,288</b> <b>Hourly Rate: \$12.00</b> <b>Classification: Seasonal Position 16pp</b>
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Must be 21 years of age or older. Must be in good physical condition, Must be honest, trust worthy and possess sound judgement. Must not be restricted from owning, possessing or otherwise restricted from firearms. Must not have been convicted of a felony or domestic violence	
<b>Announcement #</b> 2020-15	<b>POSITION:</b> Licensed Clinician <b>Department:</b> Alcohol/Substance Abuse Prevention Program	<b>Salary: \$52,000</b> <b>Hourly Rate: \$25.00</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	High School Graduate or equivalent. Must possess a valid Utah State Driver's License and qualify for a Ute Tribe. Associate degree in Chemical Dependency, Behavioral Health, Counseling or related field. Valid State Certified Substance Abuse Counselor or Licensed Substance Abuse Counselor credentials. Four (4) years, experience working in the substance abuse field. .	
<b>Announcement #</b> 2020-16	<b>POSITION:</b> Assistant Director <b>Department:</b> Social Services	<b>Salary: \$65,000</b> <b>Hourly Rate: \$31.25</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	Master's degree in social work or related field. Must have a valid Utah Driver's License. Four years work experience with clients In social work, family or educational occupation. Knowledge of Social Work best practices. Ability to communicate effectively verbally and in writing. .	

<b>Announcement #</b> 2020-18	<b>POSITION:</b> Social Worker <b>Department:</b> Social Services	<b>Salary: \$47,000</b> <b>Hourly Rate: \$22.59</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	High School and/or GED. Must have a valid Driver's License and able to obtain Tribal Driver's License. Must pass pre-employment drug/alcohol test. Must pass a Criminal Background Check. Bachelor's degree in Social Work or related field. Knowledge of social work best practices, ability to communicate effectively verbally and in writing, ability to establish and maintain effective working relationships with employees, other departments, and the public.	
<b>Announcement #</b> 2020-25	<b>POSITION:</b> Executive Director <b>Department:</b> Water Settlement	<b>Salary: \$80,000</b> <b>Hourly Rate: N/A</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Bachelor's Degree / Advanced Degree preferred from an accredited college or university in Business Administration or Business related field. Must have at least five years of experience in managing governmental / Tribal activities. Must have supervisory skills and experience.	
<b>Announcement #</b> 2020-27	<b>POSITION:</b> Licensed Sub. Abuse Counselor – Traditional <b>Department:</b> Red Pine R.T.C.	<b>Salary: \$42,000</b> <b>Hourly Rate: \$20.19</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Master's degree from an accredited school in social work, counseling psychology, marriage and family therapy, or related field. Currently licensed in the State of Utah as a therapist or working towards licensure. Experience working in the Substance Abuse field.	
<b>Announcement #</b> 2020-30	<b>POSITION:</b> Process Server <b>Department:</b> Adult Courts	<b>Salary: \$34,000</b> <b>Hourly Rate: \$20.43</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. High school graduate or equivalent. The Process Server is responsible for serving court case-related documents in person to defendants, witnesses, and other parties. Ability to research social media, telephone directories and public records to locate people to be served, maintain accurate delivery records and perform a variety of court support work. May be required to work extended hours, including weekend/holidays. Never been convicted of a felony or misdemeanor in the past year.	
<b>Announcement #</b> 2020-31	<b>POSITION:</b> Court Clerk <b>Department:</b> Juvenile Courts	<b>Salary: \$30,000</b> <b>Hourly Rate: \$18.02</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Two years (2) experience or equivalent combination of training, education or experience that demonstrates the potential ability to perform the duties for the court clerk. Knowledge of standard record keeping practices. Ability to compile and maintain accurate records and maintain confidentiality of information. Must be computer literate with working knowledge of Windows 98, Microsoft Word, Access and Excel. Must be willing and able to attend local and out of state training as directed by Judge. All clerical duties.	
<b>Announcement #</b> 2020-32	<b>POSITION:</b> Truancy Officer <b>Department:</b> Juvenile Courts	<b>Salary: \$32,000</b> <b>Hourly Rate: \$19.23</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. One year of School related activity with in the basin. Past or prior employment work with youth in the communities. Knowledge of the Tribal Law & Order and Ordinance. Considerable knowledge of writing referrals to the court. Working knowledge of Ute tribal customs. Ability to establish and maintain effective working relationships with clients, court staff and the general public.	

<b>Announcement #</b> 2020-33	<b>POSITION:</b> Executive Director <b>Department:</b> Ute Tribally Designated Housing Authority	<b>Salary:</b> \$80,000 <b>Hourly Rate:</b> \$38.46 <b>Classification:</b> Full Time
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Five years of progressive responsible experience in an administrative or management position, preferably related to low income housing development and / or management. Graduation from a two year college or four year University with a degree in Public or Business Administration, Political Science or related field; Worked with a Housing Authority as a Housing Supervisor or in a middle management position for a t least three years. Indian Preference will be exercised.	
<b>Announcement #</b> 2020-34	<b>POSITION:</b> Clerk <b>Department:</b> Utero Commission	<b>Salary:</b> \$30,000 <b>Hourly Rate:</b> \$14.42 <b>Classification:</b> Full Time
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Two (2) years, experience in secretarial duties, Office management, information systems or administrative services. All clerical duties as assigned. Knowledge of all office equipment.	
<b>Announcement #</b> 2020-35	<b>POSITION:</b> Seasonal Laborer <b>Department:</b> Fish & Wildlife - Fisheries	<b>Salary:</b> \$15,000 <b>Hourly Rate:</b> \$11.71 <b>Classification:</b> Temporary Pos./20pp
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. High School Diploma or G.E.D, Must poses a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Individual may spend long periods of time unsupervised; applicants should possess a strong work ethic and an independent personality. Individual must be able to work a flexible schedule, including occasional weekends and holidays. Must be able to back up load, and haul trailers. Individual must have excellent communication skills; they may be required to record data, write reports, and work directly with the public. Must be able to lift and carry over 50 lbs. Applicant must be capable of assisting with projects requiring long hours of manual labor. Applicants must be at least 18 years of age	
<b>Announcement #</b> 2020-36	<b>POSITION:</b> Cook <b>Department:</b> Justice Center	<b>Salary:</b> \$34,000 <b>Hourly Rate:</b> \$16.34 <b>Classification:</b> Full Time
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Must be able to demonstrate that they have the experience, training and skills to perform the functions to which they will be assigned. They must be able to pass a Federal background check to be able to work in Bureau of Indian Affairs Correctional Facility. Must be physically fit.	
<b>Announcement #</b> 2020-37	<b>POSITION:</b> Advocate <b>Department:</b> Victims of Crime	<b>Salary:</b> \$32,000 <b>Hourly Rate:</b> \$15.38 <b>Classification:</b> Full Time
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. 1-2 years, experience in Human Resource is preferred. Basic Knowledge and understanding in human relations is essential. Knowledge and understanding in human relations is essential. Knowledge in office work. I.E. book keeping, filing, Tribal Preference. Background check / investigation and fingerprints check. Must pass pre-employment drug test.	
<b>Announcement #</b> 2020-38	<b>POSITION:</b> Secondary Health/Physical Education Teacher <b>Department:</b> Education	<b>Salary:</b> DOE <b>Hourly Rate:</b> <b>Classification:</b> Full Time
<b>Qualifications:</b>	College degree from an accredited institution with evidence of qualification in chosen area of specialization. Copy of Utah certification or a letter of eligibility from the Utah Certification Office. Ability to work effectively with children, parents, staff and community.	

<b>Announcement #</b> 2020-39	<b>POSITION:</b> Resource Ranger <b>Department:</b> Natural Resources; Land Use	<b>Salary: \$35,000.00</b> <b>Hourly Rate: \$21.03</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	Knowledge of Land Ordinance and Constitution of the Ute Tribe. Reading and writing legal descriptions as well as GPS coordinates and units. Boundaries of the Uintah and Ouray Reservation. Knowledge of policies and ordinances dealing with land, water, natural and cultural resources, including applicable tribal, federal, and state law. ROW, Realty, irrigation systems and livestock laws. ArcGIS, survey software, mapping and use of survey grade GPS units.	
<b>Announcement #</b> 2020-40	<b>POSITION:</b> Tutor / Mentor <b>Department:</b> Education	<b>Salary: \$ 23,000-40,000, DOE</b> <b>Hourly Rate: \$ DOE</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Two or more years of college is preferred. Must have considerable knowledge in tutoring, academic tracking, and student support services. Must be flexible with work hours, overnight trips, Weekends activities. Computer skills is a must with ability to establish and maintain good relationship with American Indian Students, Parents, Teachers and Coworkers.	
<b>Announcement #</b> 2020-41	<b>POSITION:</b> Higher Education Coordinator <b>Department:</b> Education	<b>Salary: \$ 44,000 – DOE</b> <b>Hourly Rate: \$ DOE</b> <b>Classification: Full Time</b>
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Prefer a college degree related to education and at least 1-3 years' experience in education or related work or any equivalent combination of education and experience Administers Tribal / BIA Grant program scholarships, On-site Program, Adult Vocational Training and other higher education programs. Must have a professional attitude and ability to maintain confidentiality. Must be proficient in various technology program (Microsoft Word and Excel program) to help create documents, presentation.	
<b>Announcement #</b> 2020-42	<b>POSITION:</b> Assistant Teacher <b>Department:</b> Head Start	<b>Salary: \$ 13,610.00</b> <b>Hourly Rate: \$ 9.45</b> <b>Classification: Full time</b>
<b>Qualifications:</b>	High School Diploma or G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Child Development Associate Credential (CDA) or be enrolled in a Child Development Associate program and enrolled in a program leading to an associate or baccalaureate degree in ECE. A minimum of one year of experience working with children of preschool age; three (3) years preferred. Clearance on background check conducted by the Ute Indian Tribe; clearance on drug and alcohol testing; medical examination denoting good mental and physical health; current CPR, First Aid, Universal precautions, and Food handler's permit, or willingness to complete these four trainings within one month of hire. An Associate degree in Early Childhood Education or an Associate degree in a related field and coursework equivalent to major relating to early childhood education.	



# Career Opportunities

Applications are being accepted  
For the following positions:

**Ute Tribal Enterprise, LLC.**

**Job Vacancies**

**Announcement: January 30<sup>th</sup>, 2020 – February 13<sup>th</sup>, 2020**

***(Note: Tribal Preference will be exercised.***

***All salaries are DOE and subject to change.)***

<b>Announcement #:</b> 2020-001	<b>Position:</b> Yard Hand <b>Department:</b> Ute Bison Project Corrals	<b>Salary:</b> N/A <b>Hourly Rate:</b> \$9.00 <b>Classification:</b> Part Time
<b>Qualifications:</b>	High School Diploma or G.E.D. Driver's License, Must be able to obtain a Tribal License. Will perform maintenance / clean up @ the Ute Bison holding pen premise Must have experience operating power and manual tools as well as light and heavy equipment. Must have the ability to exert 50-100 pounds of force occasionally, and /or 25-50 pounds of force frequently, and/or 10-20 pounds of force constantly, Must be able to work outside in hot and cold climates. Must have the ability to multi-task and resolve issues quickly,	
<b>Announcement #:</b> 2020-002	<b>Position:</b> Prep Cook <b>Department:</b> Ute Crossing Grill	<b>Salary:</b> N/A <b>Hourly Rate:</b> \$8.00 <b>Classification:</b> Part Time
<b>Qualifications:</b>	High School Diploma or G.E.D. Food Handlers Permit 1 year willing to train.	
<b>Announcement #:</b> 2020-003	<b>Position:</b> Server <b>Department:</b> Ute Crossing Grill	<b>Salary:</b> N/A <b>Hourly Rate:</b> \$7.00 <b>Classification:</b> Part Time
<b>Qualifications:</b>	High School Diploma or G.E.D. Prefer 21 years or older to serve alcohol. Smart Card, Food Handlers Permit.	
<b>Announcement #:</b> 2020-004	<b>Position:</b> Host / Hostess <b>Department:</b> Ute Crossing Grill	<b>Salary:</b> N/A <b>Hourly Rate:</b> \$7.25 <b>Classification:</b> Part Time
<b>Qualifications:</b>	High School Diploma or G.E.D, Food Handlers, 1 year will train.	
<b>Announcement #:</b> 2020-005	<b>Position:</b> Line Cook <b>Department:</b> Ute Crossing Grill	<b>Salary:</b> N/A <b>Hourly Rate:</b> \$9.00 <b>Classification:</b> Part Time
<b>Qualifications:</b>	High School Diploma or G.E.D. 1 year will train. Food Handlers Permit.	
<b>Announcement #:</b> 2020-006	<b>Position:</b> Bowling Clerk / Pin chaser <b>Department:</b> Ute Lanes	<b>Salary:</b> N/A <b>Hourly Rate:</b> \$10.00 <b>Classification:</b> Full time
<b>Qualifications:</b>	High School Diploma or G.E.D. Be able to read and understand bowling pinsetter technical manuals. (2) Years of pinsetter operations and trouble shooting. Cash handling and Customers service experience. Strong understanding of the sport of bowling and operation of bowling pinsetters and computers. Must be 21 years of age.	

<b>Announcement #:</b> 2020-007	<b>Position: Bowling Clerk / Pin chaser</b> <b>Department: Ute Lanes</b>	<b>Salary: N/A</b> <b>Hourly Rate: \$8.50</b> <b>Classification: Part Time</b>
<b>Qualifications:</b>	High School Diploma or G.E.D. Be able to read and understand bowling pinsetter technical manuals. (2) Years of pinsetter operations and trouble shooting. Cash handling and Customers service experience. Strong understanding of the sport of bowling and operation of bowling pinsetters and computers. Must be 21 years of age.	
<b>Announcement #:</b> 2020-008	<b>Position: Deli Worker</b> <b>Department: Ute Plaza</b>	<b>Salary: N/A</b> <b>Hourly Rate: \$10.00</b> <b>Classification: Part Time</b>
<b>Qualifications:</b>	High School Diploma or G.E.D. Must Provide his/her own transportation to and from work. Must be able to read, write, understand and communicate as required to perform the essential functions of the job. Must be physically work a normal work week. Must be able to push, pull, carry and lift up to 80lbs. up to shoulder height; kneel crouch, turn and twist; climb ladders over 6 feet off of ground level. Must be available to work any shift; availability to work any day of the week, including weekends and holidays.	
<b>Announcement #:</b> 2020-009	<b>Position: Meat Wrapper</b> <b>Department: Ute Plaza</b>	<b>Salary: N/A</b> <b>Hourly Rate: \$11.00</b> <b>Classification: Part Time</b>
<b>Qualifications:</b>	High School Diploma or G.E.D. Must provide his/her own transportation to and from work. Must be able to physically work a normal work week. Must be available to work any shift; available to work any day of the week, including weekends and holidays. Must be able to push, pull, carry and lift up to 80 lbs. up to shoulder height, kneel crouch, turn and twist, climb ladders over 6 feet off of ground level. Must be flexible enough to and have the dexterity and vision to reach, evaluate, and repair small components. Must present a clean, neat physical appearance.	