



**Ute Indian Tribe
Job Vacancies**

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Announcement: March 14, 2023 to March 28, 2023

*(Note: Tribal Preference will be exercised.
All salaries are DOE and subject to change.)*

Announcement # 2022-14	POSITION: CONSERVATION OFFICER Department: Fish & Wildlife	Salary: 40,000.00 – 42,000.00 Classification: Full Time / 64 Hrs. Tribal
Qualifications:	Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Must have High School Diploma or equivalent; G.E.D. Must be 21 years of age or older. Must possess a Valid Utah Driver's License, preferably Class C and able to obtain a Tribal Driver Licenses. Will be required to attend Conservation Enforcement Academy and/or acceptable law enforcement training (Category 1, Full-time Wildlife Officer Status). Mandatory within 1 year of employment. If for any physical or academic reason the conservation officer attends and fails to complete the aforementioned academy training (Sec #3), he/she will be given one more opportunity to complete the academy within one year of the previous failure. If the conservation officer fails to complete the academy training the second time for any reason, he/she will be terminated from his/her position as conservation officer with the Ute Tribe Fish and Wildlife Department. Individuals must be a high moral character; have ability to work in stress situations; have capacity for effective public relations; be honest, trustworthy and possess sound judgement. it department Code of Ethics, policies and standards both on and off duty.	
Announcement # 2022-47	POSITION: RANGE TECHNICIAN / BISON I Department: F&W Big Game Enhancement	Wage: 21.03 / 21.63 Classification: Full Time / 64 Hrs. Tribal
Qualifications:	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. 1 year in supervisory position or 2 years, experience in wildlife management and /or range management is preferable. 2 years of college education in biological science related field is preferable.	
Announcement # 2022-50	POSITION: HATCHERY MANAGER Department: Fish & Wildlife Fisheries	Wage: 26.44 / 28.84 Classification: Full Time / 80 Hrs. Grant
Qualifications:	Must have requirement of a Bachelor's Degree in Fisheries, Fish Culture, or closely related field. Minimum of two years' experience as a manager or assistance manager at a fish hatchery.	
Announcement # 2022-67	POSITION: CHILD PROTECTION SERVICE Department: Ute Family Service	Wage: 26.38 / 27.34 Classification: Full Time / 40 Hrs. Grant
Qualifications:	Requires a Bachelor's Degree in a related human service field (Social Work, Human Services, Sociology, Psychology, Family & Child Development, Counseling, Gerontology, or Guidance Counseling) or a Bachelor's Degree in any field; and 1 year of CPS investigative experience.	
Announcement # 2022-70	POSITION: RANGER (2) POSITIONS Department: Natural Resource	Wage: 19.83 / 21.03 Classification: Full Time / 32 Hrs. Tribal
Qualifications:	High School diploma or GED. Have at least 2 years or experience in Natural Resource field. Must be proficient with Computers / GPS Equipment / Software, calculators and measurement devices. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license.	

Announcement # 2022-74	POSITION: CFO Department: Ute Enterprise	Wage: DOE Classification: Full Time / 80 Hrs.
Qualifications:	Bachelor's degree in Accounting or related field. Must have CPA certification and credentials. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Must have an excellent command of the English language both written and oral. Knowledge in Microsoft Office (Word, Excel, Great Plains, Power Point, Outlook.) Must have extensive knowledge in accounting, marketing and sales with a vision to develop new business. Work in a fast pace, deal with stressful situations.	
Announcement # 2022-76	POSITION: CREW BOSS Department: Building Rehab	Wage: 18.32 / 19.53 Classification: Full Time / 32 Hrs. Tribal
Qualifications:	High School and/or GED. Some knowledge of the hazards and safety rules required in carpentry and maintenance tasks. Must have ability to learn the methods, materials and equipment used in maintenance/carpentry work. 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. Must successfully complete a three, month probationary period during which incumbent will be evaluated for satisfactory performance of typical duties listed.	
Announcement # 2022-77	POSITION: LABORER (2) Department: Building Rehab	Wage: 13.82 / 15.02 Classification: Full Time / 32 Hrs. Tribal
Qualifications:	High School Diploma or G.E.D, Driver's License, must be able to obtain a Tribal License. Knowledge of the hazard and safety rules required in maintenance tasks. Ability to learn the methods, materials and equipment used in maintenance type work. Assist other maintenance workers, such as the carpenters, electricians and maintenance as required.	
Announcement # 2022-83	POSITION: FIELD TECHNICAN (2 POSITIONS) Department: Cultural Rights	Wage: 16.82 / 17.98 Classification: Full Time / 80 Hrs. Tribal
Qualifications:	Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Must be able to work independently Must be a high school graduate or GED equivalent. Two years supplemented coursework or experience in related fields.	
Announcement # 2022-86	POSITION: CHR Department: Community Health Representative	Wage: 12.05 / 13.01 Classification: Full Time / 80 Hrs. Grant
Qualifications:	High School Graduate or GED. Certified Nursing Assistant Certification (Must provide CAN certification to application). One to three years' experience as a health aide, medical assistant or nursing assistant. Must pass a 101-630 background check. Knowledge of HIPAA, health resources available to the community. Knowledge of diabetes, kidney disease, cancer or other illnesses. Skilled in health assessments and screenings, providing CPR/First Aid.	
Announcement # 2022-95	POSITION: TRANSPORTATION SPECIALIST Department: Head Start	Wage: 17.78 / 18.82 Classification: Full Time / 80 Hrs. Grant
Qualifications:	Must poses a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Knowledge of school bus transportation systems, State and Federal Regulations. Three (3) Years of experience working in transportation field. CDL Class B Driver's license with School Bus and Passenger Endorsements; Associate Degree in a Human Services field or a degree in a related field with one-year experience working with preschool age children.	

Announcement # 2022-99	POSITION: VECTOR TECHNICIAN (2) positions Department: F&W Lower Duchesne Wetlands	Wage: 11.71 / 12.80 Classification: Full Time / 32 Hrs. Grant
Qualifications:	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. Knowledge of basic arithmetic. Ability to speak and write effectively in English. Ability to maintain field notes, records and maps.	
Announcement # 2022-100	POSITION: REALTY RIGHT-OF-WAY ASSISTANT Department: Energy & Minerals	Wage: 17.62 / 18.69 Classification: Full Time / 72 Hrs. Tribal
Qualifications:	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. Incumbent should possess enough knowledge that he or she be able to start contributing to the workforce in completing assigned tasks without having to be trained extensively. Incumbent must pass a favorable and final BIA Security Clearance to hold this position.	
Announcement # 2022-102	POSITION: CLINICAL DIRECTOR Department: Alcohol / Substance Abuse Prevention Program.	Wage: 37.01 / 38.46 Classification: Full Time / 80 Hrs. Tribal
Qualifications:	Must possess Master Degree in Social Work or equivalent. Must possess a valid LCSW or equivalent in the State of Utah and must maintain licensure requirements for entire duration of position. Must have a supervisory experience and must have two years, experience in clinical setting.	
Announcement # 2022-103	POSITION: PLUMBER Department: Building Rehabilitation	Wage: 27.04 / 28.24 Classification: Full Time / 64 Hrs. Tribal
Qualifications:	Layout and performs general plumbing work in the construction, alteration and repair of homes and buildings. • Lays pipes; repairs faucets; works on hot water heaters; lays sewer lines; unplugs sinks and drains. • Connects plumbing to new homes and buildings using galvanized, copper or plastic pipe; makes and connects joints with cement glue or solder • Receives orders for repair from maintenance supervisor; plans the time, materials and manpower needed to complete the task; orders materials for completion of the project. • Instructs leads and orients lesser trained personnel as required. Assists other maintenance workers, such as the carpenters and the electricians, maintenance as required. Some Knowledge of the hazards and safety rules required in maintenance tasks. Ability to learn the methods, materials and equipment used in maintenance type work. Must be a high school graduate or GED equivalent. Must be certified.	
Announcement # 2022-110	POSITION: INFORMATION TECHNOLOGY Department: System Analyst II	Wage: 42.30 / 43.26 Classification: Full Time /80 Hrs. Tribal
Qualifications:	A Bachelors or advanced degree from an accredited College or University in a computer related field, such as: Information Systems or Computer Science is preferred. Industry certifications such as Net+, SEC+, CCNA, SANS certification are an additional plus. A minimum of five years of experience with PC's and network management, in a Windows Server (2016, 20191 and 2020) environment; excellent troubleshooting skills; extensive experience in supporting Windows Desktops and desktop application such as Microsoft Office.	

Announcement # 2022-111	POSITION: ADULT PROTECTION ADVOCATE Department: Ute Family Service	Wage: 20.67 / 21.63 Classification: Full Time / 80 Hrs. Tribal
Qualifications:	Must have two years of college or more. Preferably a four-year degree in social work, psychology, sociology and/or other related fields. Two years or more of management experience. Required Knowledge, Skills, and Abilities: Knowledge of case planning and case management, ability to negotiate, mitigate and be assertive on a professional level, demonstrate a high level of cultural competence, sensitivity and responsiveness, good written and communication skills, must pass a background check, must pass drug test, must have a valid driver's license, must sign confidentiality agreement.	
Announcement # 2022-115	POSITION: LABORERS Department: Senior Citizens	Wage: 13.82 / 15.02 Classification: Full Time / 64 Hrs. Tribal
Qualifications:	Completion of the High School 12 th grade or equivalent of any combination of G.E.D. education and experience. Must have a current Driver's License, and be able to obtain a tribal license. Ability to work with cleaning and working compounds and equipment. Ability to perform moderately strenuous manual labor for extended period of time. Ability to understand the following of verbal and written instructions. Ability to establish and maintain effective working relationships with employees and the public.	
Announcement # 2022-117	POSITION: HOME HEALTH AIDE Department: Senior Citizens	Wage: 19.23 / 20.43 Classification: Full Time / 64 Hrs. Tribal
Qualifications:	High School Diploma or G.E.D, must have High School Diploma or equivalent; G.E.D. Must work well with the public. Be a Certified Nursing Assistant. (CNA) Hold CPR, First Aid Card. Have a Food Handler's permit. Must possess a valid Utah State Driver License and qualify for a Ute Tribe Driver License Driving history must meet insurance carrier requirements. Must pass a pre-employment drug test and take a random drug test when required. Must pass a Criminal Background Check. Must not have been convicted of any criminal offenses. Must successfully complete a three (3) month's probationary period during which the incumbent will be evaluated for satisfactory performance of typical duties listed.	
Announcement # 2022-120	POSITION: SCHOOL RESOURCE OFFICER Department: BIA / OJS Law Enforcement	Wage: 19.71 / 21.15 Classification: Full Time / 80 Hrs. + Tribal
Qualifications:	High School Diploma or GED equivalent. Must possess a valid Utah Operators License. Must pass a physical examination by the Medical doctor. Must have an acceptable criminal records checks by fingerprints classification through UCJIS and NCIC. Knowledge of applicable Federal, State and Tribal codes used in pursuing and convicting perpetrators in the appropriate court. Knowledge of skill of law of arrest, probable cause and search and seizure issues used in the enforcement of laws and in the school setting. Knowledge of law enforcement operations, duties and responsibilities.	
Announcement # 2022-127	POSITION: PROCESS SERVER Department: Adult Courts	Wage: 16.82 / 18.02 Classification: Full Time / 64 Hrs. Tribal
Qualifications:	High school graduate or equivalent. Familiarity with Process Serving Laws a plus. Ute language a plus. Never been convicted of a felony or been convicted of a misdemeanor in the past year. Responsible for serving court summons and/or legal documents (subpoenas. summonses, etc.) to defendants, plaintiffs, witnesses, and other parties whose participation or input is deemed necessary by the court;	

Announcement # 2022-128	POSITION: CLINICAL ASSISTANT Department: Alcohol / Substance	Wage: 13.46 /14.43 Classification: Full Time / 80 Hrs. Grant
Qualifications:	High school diploma or GED, additional degrees and/or certifications in Secretarial preferred. Must have experience working in an office setting with clerical/receptionist duties. Must have experience in filing and recordkeeping. Must have experience with Microsoft Excel, for data collection purposes. Must have excellent interpersonal skills and be self-motivated. Ability to communicate verbally and in writing with program participants, supervisor, and coworkers in a professional manner at all times. Knowledge of basic first aid and CPR.	
Announcement # 2023-10	POSITION: FEMALE HOUSE MANAGER (1) POSITION MALE HOUSE MANAGER (3) POSITIONS Department: Red Pine	Wage: 13.22 / 15.00 Classification: Full Time / 64 Hrs. Tribal
Qualifications:	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. Position requires working day, swing or graveyard shifts Monitor the residents of the Red Pine RTC to ensure the resident's atmosphere is safe and productive for their treatment needs. Must have knowledge of racial, ethnic, customs and cultural values and attitudes of population. Have knowledge or become familiar with traditional healing methods and providing holistic care. Must be reliable. CPR & First Aide required. Food Handlers Certified.	
Announcement # 2023-14	POSITION: REALTY OIL & GAS ASSISTANT Department Energy & Minerals / Land Division	Wage: 21.90 / 22.97 Classification: Full Time / 72 Hrs. Tribal
Qualifications:	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. Incumbent should possess enough knowledge that he or she be able to start contributing to the workforce in completing assigned tasks without having to be training extensively. Incumbent must pass a favorable and final BIA security clearance to hold this position.	
Announcement # 2023-17	POSITION: MANAGER Department Parks & Recreation	Wage: 22.23 / 24.35 Classification: Full Time / 64 Hrs. Tribal
Qualifications:	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. Responsible for designing, developing and maintaining recreational all recreational areas on the U&O Reservation, including all camping, reservoirs, lakes, rivers and community parks. Responsible for supervising Parks and Recreation Subordinates. Maintains all boating permits on the reservation. Will keep daily and weekly reports of activities in the field, submit Quarterly Reports to the Executive Director.	
Announcement # 2023-19	POSITION: TRIBAL COOK Department: Justice Center	Wage: DOE Classification: Full Time /64 Hrs. Tribal
Qualifications:	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. Current Food Handler's Permit; medical examination denoting good mental and physical health; clearance on required TB testing; current CPR, First Aid, Universal Precautions, or willingness to complete theses trainings one month of hire. Previous experience in a large-scale food production operation; Food Manager Certification. Plan work schedule so that food production flows smoothly and ensure that meals are prepared on schedule. Performs other tasks deemed necessary by the Food service coordinator, Health and Safety Specialist and/or Director.	
Announcement # 2023-20	POSITION: DRUG & GANG INVESTIGATOR Department: BIA / OJS Law Enforcement	Wage: 23.55 / 25.00 Classification: Full Time /80 Hrs.+ Tribal
Qualifications:	High School Diploma or G.E.D, however, graduate from an accredited college or university with a bachelor degree in counseling or other social science field is preferred. Must poses a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Possession of a minimum of three (3) years active law enforcement experience or five (5) years of experience dealing with adolescents	

	or a combination of experience. Possession of a demonstrated ability to positively interact with youth crisis. Must have a law enforcement background. Must pass a BIA Background investigation for BIA Computer system & IMARS access.	
Announcement # 2023-21	POSITION: CREDIT RECOVERY SECONDARY SCHOOL SUPPORT MENTOR Department: Education	Wage: 25.24 / 27.04 Classification: Full Time /64 Hrs. Tribal
Qualifications:	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. Two years of increasingly responsible experience in Education or Program Administration. Must be willing to continue education and work on a Bachelor's Degree in a related educational field.	
Announcement # 2023-22	POSITION: TUTOR / MENTOR (7) Positions Department: Education	Wage: 13.94 / 15.51 Classification: Full Time /64 Hrs. Tribal
Qualifications:	High School Diploma or G.E.D. Equivalent. Must be a high school graduate or GED equivalent. (Preferably two years of college). Must have considerable knowledge in tutoring, academic tracking, and student support service. Computer skills are a must with ability to establish and maintain good relationship with American Indian Students, Parents, Teachers, and Coworkers. Excellent organizational skills and attention to detail.	
Announcement # 2023-23	POSITION: SECURITY OFFICER LEAD (NIGHT SHIFT) Department: Security	Wage: 20.43 / 22.23 Classification: Full Time /64 Hrs. Tribal
Qualifications:	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. Some experience in police or security field. Must be willing to work various shifts, holidays or as needed.	
Announcement # 2023-24	POSITION: SECURITY OFFICER Department: Security	Wage: 18.02 / 19.23 Classification: Full Time /64 Hrs. Tribal
Qualifications:	High School Diploma or G.E.D. Some experience in police or security field. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Must be willing to work various shifts, holidays or as needed.	
Announcement # 2023-25	POSITION: EXECUTIVE DIRECTOR Department: Administration	Wage: DOE Classification: Full Time /64 Hrs. Tribal
Qualifications:	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. Master degree in Public Administration or Business Administration and/or equivalent. Need to have two (2) years managerial and supervisory skills. Ability to interpret and explain trial ordinance, government bills, legislation, regulation to a wide variety or individuals and groups.	
Announcement # 2023-27	POSITION: ADULT ED COORDINATOR Department: Education	Wage: 31.25 / 33.05 Classification: Full Time /64 Hrs. Tribal
Qualifications:	Must have a bachelor's degree and be willing to receive a valid Utah Professional Educator License to create lessons for the Adult Education program. Must be willing to continue education and work on a Master's Degree in a related educational field. Know surrounding school districts educational expectations for high school graduation requirements.	
Announcement # 2023-28	POSITION: DISPATCHER Department: F&W Law Enforcement	Wage: 14.42 / 15.38 Classification: Full Time /80 Hrs. Tribal

Qualifications:	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 be 21 years of age or older. Individuals must be a high moral character, have ability to work in stressful situations, have capacity for effective public relations; Must work well with the public.	
Announcement # 2023-29	POSITION: ASSISTANT DIRECTOR Department: Recreation	Wage: 21.63 / 22.83 Classification: Full Time /64 Hrs. Tribal
Qualifications:	High School Diploma or G.E.D, graduation from an accredited college or university with a bachelor's degree in Physical Education / Recreation or related field. Must poses a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Two years of experience in recreational –oriented program or any equivalent or combination. Two years' experience in a supervisory role.	
Announcement # 2023-30	POSITION: SECRETARY Department: Recreation	Wage: 16.82 / 18.02 Classification: Full Time /64 Hrs. Tribal
Qualifications:	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. General Office procedures. Must be familiar with all office equipment: fax machine, copier, calculator, computer and scanner. Maintain accounts, create a filing system to ensure effectiveness.	
Announcement # 2023-31	POSITION: ASSISTANT DIRECTOR Department: Human Resource	Wage: 34.25 / 36.05 Classification: Full Time /64 Hrs. Tribal
Qualifications:	High School Diploma or G.E.D, or equivalent. With at least some college classes. Need to have two (2) years supervisory skills and work well with the public. Must poses a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Must continue training / education relating to health and safety standards, modules, and practices. Must obtain Indian Country Human Resource Certification within one year of employment.	
Announcement # 2023-32	POSITION: Custodial Department: Custodian	Wage: \$ 11.71 / 12.98 Classification: Full Time / 64 Hrs.
Qualifications:	High School Graduate, G.E.D. or equivalent. A minimum of two (2) years of experience in management position is preferred. Ability to work with cleaning and working compounds and equipment. Ability to perform moderately strenuous manual labor for extended periods of time. Ability to understand the follow verbal and written instructions. Ability to establish and maintains effective working relationships with employees and the public.	
Announcement # 2023-33	POSITION: ADULT PROBATION OFFICER Department: Probation & Parole	Wage: \$ 34.85 / 36.00 Classification: Full Time / 64 Hrs.
Qualifications:	High School Graduate, G.E.D. or equivalent. Must have working experience with police and social service for approximately five (5) years. Bachelor's Degree in Police Science and/or Sociology preferred. (No DUI's within the last three years. Must have not been convicted of a felony or misdemeanor within the last twelve (12) months. Will be required to be on call 24 hours with the Adult Court System.	
Announcement # 2023-35	POSITION: TRAFFIC ARRAIGNMENT CLERK Department: Adult Courts	Wage: \$ 16.82 / 18.02 Classification: Full Time / 64 Hrs.
Qualifications:	High School graduate, Associates preferred. 1-year experience. Ute Language a plus. Working knowledge or experience of legal and court terminology, court practices, procedures, organization and jurisdictional requirements. Standard record keeping and office practices. Proper use of grammar, spelling and punctuation. Attentive to detail. Must qualify for a Tribal Driver's License	

Announcement # 2023-36	POSITION: TRUANCY OFFICER / BALIFF Department:	Wage: \$ 18.62 / 19.83 Classification: Full Time / 64 Hrs.
Qualifications:	High School Diploma or G.E.D. Equivalent. Must be a certified police academy graduate and/or complete a law enforcement training program. Ute Language a plus. CPR and first aid certified. Never been convicted of a felony or been convicted of a misdemeanor in the past year.	
Announcement # 2023-37	POSITION: DIRECTOR Department: Senior Citizens	Wage: \$ 24.03 / 25.24 Classification: Full Time / 64 Hrs.
Qualifications:	High School Graduate, G.E.D. or equivalent. Two years of experience in working with the elderly. Two years in a AA supervisory capacity. Must work well with the public. Have a food handlers permit.	
Announcement # 2023-40	POSITION: ADMINISTRATIVE ASSISTANT Department: Social Service	Wage: \$ 16.82 / 17.84 Classification: Full Time / 80 Hrs.
Qualifications:	High School Graduate, G.E.D. or equivalent. Two years secretarial, clerical, customer service or receptionist experience. Knowledge of grammar, spelling and punctuation.	
Announcement # 2022-53	POSITION: COORDINATOR Department: Water System	Wage: \$ 25.96 / 26.92 Classification: Full Time / 80 Hrs.
Qualifications:	Must be a high school graduate or GED equivalent. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. College degree in Engineering, Building Administration or related field; or at least five (5) Years of increasingly responsible experience in public works maintenance and repair at a journey or lead level. Must work well with the public	
Announcement # 2023-41	POSITION: HEALTH SPECIALIST / REGISTERED NURSE Department: Ute Family Service	Wage: \$ 25.85 / 26.81 Classification: Full Time / 80 Hrs.
Qualifications:	Must be a high school graduate or GED equivalent. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Licensed Registered Nursing. Two Years nursing experience.	
Announcement # 2023-42	POSITION: ASSISTANT CASEWORKER Department: Ute Family Service	Wage: \$ 15.38 /16.82 Classification: Full Time / 80 Hrs.
Qualifications:	Must be a high school graduate or GED equivalent. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Knowledge of Ute Tribal Cultural / Community. Ute Speakers preferred. Ability to maintain confidentiality, communicate effectively verbally and in writing, Ability to establish and maintain effective working relationships with employees, other departments, agencies and the public.	
Announcement # 2023-43	POSITION: MOSQUITO CONTROL TECHNICIAN Department: Mosquito Abatement	Wage: \$ DOE Classification: Full Time / 80 Hrs.
Qualifications:	Must be a high school graduate or GED equivalent. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Must Pass the Utah Department of Agriculture Non-Commercial Pesticide Applicators License in the Public Health Category.	
Announcement # 2023-44	POSITION: LABORER Department: Emergency Management	Wage: \$ 14.57 15.77 Classification: Full Time / 64 Hrs.
Qualifications:	Must be a high school graduate or GED equivalent. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Certified Heavy Equipment Operator. Must have valid CDL certification. Have taken Safe Land, MIMF, HRK and ICS.	
Announcement # 2023-45	POSITION: DIRECTOR Department: Mineral Revenue	Wage: \$ DOE Classification: Full Time / 80 Hrs.
Qualifications:	Minimum of Bachelor's Degree in Accounting. At least 4 years accounting experience in Auditing and Accounting. At least three years of supervisory / managerial experience is desirable. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license.	
Announcement # 2023-46	POSITION: INFANT ROOM HEAD TEACHER Department: Child Care	Wage: \$ 13.88 / 15.00 Classification: Full Time / 72 Hrs.

Qualifications:	Have an Associate, Bachelors, or advanced degree in early childhood education; or a Child Development Associate (CDA) credential, or have a degree in a related field with 3 years, experience in teaching preschool children, CDA credential with the minimum teaching experience will be accepted.	
Announcement # 2023-47	POSITION: SECRETARY Department: Cultural Rights	Wage: \$ 18.02 / 19.23 Classification: Full Time / 64 Hrs.
Qualifications:	Must be a high school graduate or GED equivalent. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Two (2) years business college or vocational training in secretarial skills and one (1) year experience as secretary preferred, or GED certificate or equivalency and four (4) years equivalent experience as a secretary, or a combination of education and experience.	
Announcement # 2023-48	POSITION: CUSTODIAN Department: Education	Wage: \$ 12.01 / 12.98 Classification: Full Time / 64 Hrs.
Qualifications:	Must be a high school graduate or GED equivalent. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Knowledge of standard cleaning and methods and procedures. Must be physically fit. A minimum of two (2) years of experience in a custodial position is preferred. Ability to work with cleaning and working compounds and equipment. Ability to perform moderately strenuous manual labor for extended periods. Ability to understand the following verbal and written instructions. Ability to establish and maintain effective working relationships with education and Uintah river employees and the public.	
Announcement # 2023-49	POSITION: ASSISTANT SWITCHBOARD OPERATOR Department: Administration	Wage: \$ 12.01 Classification: Full Time / 64 Hrs.
Qualifications:	Must be a high school graduate or GED equivalent. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Knowledge of Office equipment. Knowledge of Clerical Skills.	

Ute Indian Housing Authority

Announcement # 2022-121	POSITION: FOOT PATROL I Department: Ute Indian Housing Authority	Wage: \$ 16.40 Classification: Part Time / 64 Hrs.
Qualifications:	High School Graduate, G.E.D. or equivalent. A minimum of two (2) years of experience in management position is preferred.	
Announcement # 2022-121	POSITION: FOOT PATROL II Department: Ute Indian Housing Authority	Wage: \$ 17.42 / 18.83 Classification: Part Time / 64 Hrs.
Qualifications:	High School Graduate, G.E.D. or equivalent. A minimum of two (2) years of experience in management position is preferred.	

Ute Indian Tribal Enterprise, LLC.

Job Vacancies

Announcement: March 14, 2023 to March 28, 2023

(Note: Tribal Preference will be exercised.

All salaries are DOE and subject to change.)

To obtain an application online, visit: www.utetribe.com; or stop by our office located inside the Tribal Office at 6964 E. 1000 S. in Fort Duchesne, Utah, 84026 **Submit application to:**

Jobs@utetribe.com

Announcement #: 2022-59	Position: Lead mechanic Department: UOWS	Salary: DOE Hours per week: 50+ Classification: Full Time
Qualifications:	High School Diploma or GED, must be a certified Diesel Mechanic. Must possess a valid Utah State Driver's license and qualify for a Ute Tribe Driver's License clean driving record and Class A CDL Must have knowledge of the methods, materials, tools and practice of the mechanical and repair shop trade. Must know the hazards and safety precautions of the trade. Must have computer knowledge Must be physically fit.	
Announcement #: 2022-84	Position: HERD MANAGER Department: Ute Bison	Salary 23.07 / 24.03 Hours per week: 40 Classification: Full time
Qualifications:	High School Diploma or GED, Bachelor of Science Preferred Management Training Program Required	
Announcement #: 2023-20	Position: DISHWASHER / BUSSER Department: Ute Crossing Grill	Salary 8.50 Hours per week: 32 Classification: Part time
Qualifications:	Ensure the kitchen is clean, well maintained and organized at all times. Ensure floors are dry and clean at all times. Sort and rinse dirty dishes, glass, tableware. Wash, wipe, sort, stack and store cleaned items organize, sanitized in a safe manner. Inventory freight, date and rotate stock during shift. Must be physically fit. Will be required to work all shifts including days, nights, swing, weekend and holidays, when scheduled. Especially during surrounding, community and Tribal events. Must possess and maintain a current Food Handler's Permit.	
Announcement #: 2023-25	Position: LEAD CASHIER Department: Ute Plaza	Salary 11.00 Hours per week: 29 Classification: Full time
Qualifications:	High School or GED. Proficient Customer Service. Self-starter with a strong work ethic. Must have food handler upon hire or be able to get one within 30 days of employment. Must have a S>M.A.R.T.E.A.S.Y. program Certificate or get one within 60 days. Must have 1-year cashier experience.	
Announcement #: 2023-29	Position: CASHIER (2 POSITIONS) Department: Ute Plaza	Salary 10.00 Hours per week: 29 Classification: Part time
Qualifications:	High school or GED, Proficient Customer Service, Self-starter with a strong work ethic 1 to 2 year's customer service or cashier experience. Ability to handle transactions accurately and responsibly. High level of energy with strong customer service skills. Basic math and computer skills. Ability to stand, walk and lift heavy items, and work with other team members. Attention to detail. Ability to handle money accurately and operate a cash register/POS machine	

Announcement #: 2023-30	Position: BAKERY WORKER Department: Ute Plaza	Salary 10.00 Hours per week: 29 Classification: Part time
Qualifications:	High school or GED, 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. Demonstrate ability to complete assignments in a reasonable time as determined by the Department Lead or Store Manager. Must be able to physically work a normal work week. Must be able to work any shift; availability to work any day of the week, including weekends and holidays. Must be able to stand on his/her feet for most of the work shift. Must present a clean, neat physical appearance.	
Announcement #: 2023-33	Position: BREADMAKER Department: Ute Crossing Grill	Salary: DOE + TIPS Hours per week: 29 Classification: Part Time
Qualifications:	High School Diploma or GED. Must possess and maintain a current Food Handler's Permit. Must basic knowledge of cooking skills. Demonstrates dependability and willingness to comply with various work shifts. Demonstrates the ability and skills to work well with others. Prepares fry bread, tortillas biscuits and yeast rolls as needed, according recipe ingredients, directions for preparation and cooking. Will be required to work days, weekends, holidays, community and Tribal events as scheduled.	
Announcement #: 2023-35	Position: CASHIER / HOST Department: Ute Crossing Grill	Salary Hours per week: 29 Classification: Part Time
Qualifications:	High School Diploma or GED. Ability to handle money accurately and operate a cash register/POS machine. Must hold and maintain a food handler's permit or obtain one. Must have a bright and friendly personality. Must be well spoken and confident. Must be well spoken and confident. Previous customer service experience. Must be physically fit.	
Announcement #: 2023-37	Position: GROCERY STOCKER (2) Position Department: Ute Plaza	Salary: 10.00 Hours per week: 29 Classification:
Qualifications:	Retail stocking experience preferred. 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. Demonstrate ability to complete assignments in a reasonable time as determined by the Department ability to complete assignments in a reasonable time as determined by the Department lead or store manager. Must be physically fit to work a normal work week.	
Announcement #: 2023-38	Position: CASHIER Department: Myton Ute Petroleum	Salary: 10.50 Hours per week: 29 Classification:
Qualifications:	1 to 2 year's customer service or cashier experience. Proficient Customer Service, Self – starter with a strong work ethic. Must have a food handler upon hire or be able to get one within 30 days of employment. Tribal Preference in hiring will be exercised. Must be able to handle transactions accurately and responsibly. Ability to stand, walk and lift heavy items, and work with other team members. Clean station and be crossed trained, working throughout the store. Computer and basic math skills. Attention to detail.	
Announcement #: 2023-41	Position: LEAD CASHIER Department: Fort Duchesne Ute Petroleum	Salary: Hours per week:40 Classification: Full time
Qualifications:	High School or GED. Proficient Customer Service. Self-starter with a strong work ethic. Must have food handler upon hire or be able to get one within 30 days of employment. Must have a S>M.A.R.T.E.A.S.Y. program Certificate or get one within 60 days. Must have 1-year cashier experience.	

Announcement #: 2023-42	Position: DIESEL MECHANIC Department: Ute Oilfield Water Service	Salary: DOE Hours per week: 50 + Classification: Full Time
Qualifications:	High School Diploma or GED, must have two (2) to five (5) years of related experience. Certification from an accredited diesel mechanic trade school strongly preferred. Must possess a valid Utah State Driver's license and qualify for a Ute Tribe Driver's License. Must have a valid CDL certification within 90 days of employment. Must maintain UOWS tools inventory. Must be physically fit.	
Announcement #: 2023-43	Position: WASH HANDS Department: Ute Oilfield Water Service	Salary; 14.00 Hours per week: 40+ Classification: Full Time
Qualifications:	High School Diploma or GED, must poses a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Helps to maintain the shop's interior and yard performing duties other than those performed by the Shop Hand. The Wash Hand also maintains both the interior and some exterior work on trucks in UOWS fleet. The position gives special attention to detain with an eye to safety. Detailing on trucks, and cleaning in the shop Must be punctual and motivated when reporting to work. Must have a working knowledge of heavy equipment and trucks in particular. Must be able to work in hot and cold climates. Must be able to lift at least 30 pounds. Must possess a valid Utah State Driver's license and qualify for a Ute Tribe Driver's License.	
Announcement #: 2023-44	Position: LINE COOK Department: Ute Crossing Grill	Salary: Hours per week: 32 Classification: Part Time
Qualifications:	High School Diploma or GED. Possess knowledge of the health, sanitation and safety regulations in the line cook station, kitchen and prepping food areas. Must have 2 years of line cooking experience. Understanding of various cooking methods, ingredients, equipment and procedures. Requires experience in handling all kitchen tools including, knives, ovens and stoves. Energetic and highly motivated individual. Ability to stay positive and calm under pressure, when dealing with time and Accuracy for food and job duty deadline. Must hold and maintain a Food Handlers Certificate and/or a Serve Safe Certification.	
Announcement #: 2023-47	Position: PIN CHASER Department: Ute Lanes	Salary: 9.00 Hours per week: 29 Classification:
Qualifications:	High School Diploma or GED. Must be 21 years of age or older. Must hold and maintain food handlers Permit. Must have a strong understanding of the fundamentals of bowling. Must be able to deadlift up to 75 lbs. Must have experience in the care and maintenance of A-2 Brunswick Pinsetters. Must have experience of the bowling computer scoring system. Must have a reliable transportation to work.	
Announcement #: 2023-50	Position: PRODUCE Department: Ute Plaza	Salary: 10.00 Hours per week: 29 Classification:
Qualifications:	High School Diploma or GED, Retail stocking experience preferred. 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. Demonstrate ability to complete assignments in a reasonable time as determined by the Department ability to complete assignments in a reasonable time as determined by the Department lead or store manager. Must be physically fit to work a normal work week.	

Announcement #: 2023-53	Position: MANAGER Department: Ute Lanes	Salary: DOE Hours per week: 40 Classification: Full Time
Qualifications:	Minimum requirements include a High School Graduate or GED, plus advanced degree credits from an accredited educational institution. Two year associates degree preferred. Industry experience is a minimum qualification. Have demonstrate management skills.	
Announcement #: 2023-54	Position: RECEPTIONIST Department: Ute Enterprise	Salary: 13.00 / 14.15 Hours per week: 40 Classification: Full Time
Qualifications:	High school or GED, Possesses the ability to type at least 70 words per minute. Demonstrates in MS office, Microsoft Word, Excel and 10 key. Demonstrates a mastery of basic office equipment – including copies, scanner, etc. Must demonstrate attention to detail. Must have at least three years of increasingly difficult and responsible experience with the operation of personal computers and database software. Must be able to learn new computer applications.	
Announcement #: 2023-55	Position: CASHIER Department: Ute Petroleum Fort Duchesne	Salary: 10.00 Hours per week: 29 Classification: Full time
Qualifications:	High school or GED. Proficient Customer Service. Self-starter with a strong work ethic. Must have food handler upon hire or be able to get one within 30days of employment	
Announcement #: 2023-56	Position: WATER TRUCK DRIVER Department: UOWS	Salary: DOE Hours per week: 40 Classification: Full time
Qualifications:	High school diploma or GED. Must have a Class A Operator's License and CDL Certification with Tanker Endorsements and a good driving record. Experience hauling liquids strongly preferred. Must have a working knowledge of heavy equipment and trucks in particular. Must be able to work in hot and cold climates. Must be able to lift at least 30 pounds.	
Announcement #: 2023-57	Position: PREP COOK Department: Crossing Grill	Salary: 10.00 Hours per week: 40 Classification: Full Time
Qualifications:	High School Diploma or GED. Possess knowledge of the health, sanitation and safety regulations in the kitchen, prep area. High school diploma or equivalent. Must hold and maintain food handler's permit. Previous Prep Cook Experience or training from a culinary school a plus but not necessary. Willing and able to operate kitchen appliance, machinery, tools. Some knowledge of cleaning products. Ability to stay positive and patient under pressure, when dealing with time and accuracy for food and job duty deadline.	
Announcement #: 2023-58	Position: BARISTA Department: Ute Coffee House	Salary: 9.00 Hours per week: 29 Classification: Full time
Qualifications:	High School Diploma or GED, Some experience in a related field. Must be able to work on the weekends and nights. Must be a quick learner How to use and maintain all of the equipment used. Must be able to adhere to recipes and guidelines of Kahpeeh Kah-ahn Coffee House to provide delicious and consistent products to our customers. Ability to work in high pressure environment during a rush or events. We need our baristas to continue to provide excellent customer service.	
Announcement #: 2023-59	Position: COMPUTER TECH / SYSTEM ANALYST I Department: Ute Enterprise	Salary: DOE Hours per week: 40 Classification: Full Time
Qualifications:	Bachelor's Degree in Computer Science preferred, but not required. Significant training in Microsoft network installation, operations and troubleshooting is a must. Computer and networking experience is essential to the position.	

Announcement #: 2023-60	Position: DELI WORKER Department: Myton Ute Petroleum	Salary: 10.50 Hours per week: 29 Classification: Part Time
Qualifications:	Must be able to obtain a Tribal License. Must poses and maintain a current Food Handler's permit. Must have excellent customer service skills. Demonstrates dependability and willingness to comply with various work schedules. Must be able to work on the weekends and Nights. Must be able to lift 50lbs and have experience working in a convenience store food service area. Ability to multitask.	
Announcement #: 2023-61	Position: DELI LEAD Department: Myton Ute Petroleum	Salary: 10.50 Hours per week: 29 Classification: Part Time
Qualifications:	High School Diploma or GED, Two, years of multi-unit management experience required. Two years of experience in food management required. Must hold and maintain Food Handlers Certification.	
Announcement #: 2023-62	Position: STOCKER Department: Myton Ute Petroleum	Salary: 10.50 Hours per week: 29 Classification: Part Time
Qualifications:	Retail stocking experience preferred. 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. Demonstrate ability to complete assignments in a reasonable time as determined by the Department ability to complete assignments in a reasonable time as determined by the Department lead or store manager. Must be physically fit to work a normal work week.	
Announcement #: 2023-65	Position: KKC WORKER Department: Ute Petroleum Fort Duchesne	Salary: 10.00 Hours per week: 29 Classification: Part Time
Qualifications:	High School or GED. Must have food handler upon hire. Must have KKC Video Training Certificate or within 30 days of employment. Must be proficient Customer Service. Must be a self – starter with a strong work ethic. Must be able to lift up to 50 pounds, bending and twisting and standing for long periods of time.	