



**Ute Indian Tribe
Job Vacancies**

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Announcement: July 05, 2023 to July 19, 2023

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

Announcement # 2023-130	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 # 2023-131	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 # 2023-132	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 # 2023-133	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 # 2023-134	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 # 2023-135	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 # 2023-136	POSITION: SECURITY OFFICER (3) 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 # 2023-137	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 # 2023-138	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 # 2023-139	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 # 2023-140	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 # 2023-141	POSITION: Emergency Mgmt. Tech 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 # 2023-142	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 # 2023-143	POSITION: CASE MANAGER Department: Alcohol / Substance Abuse Prev. Prog.	Wage: \$ 18.26 / 19.23 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, (higher education is preferred, but not required.) Provides assistance to clients in following a treatment. Assist in skill development assures basic need for daily living. And acts as a client advocate.	
Announcement # 2023-144	POSITION: COMPLIANCE OFFICER Department: UTERO	Wage: \$ 16.34 / 16.82 Classification: Full Time / 80 Hrs.
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 have a working knowledge of Ute Tribal government and the Ute Tribal Court system. Familiarity with the general laws and codes impacting the Ute Indian Tribe, its members, other Native Americans and non-Indians living and/or working on the U&O Reservation to the satisfaction of the UTERO Director. Knowledge of legal descriptions and the boundaries of the reservation. Knowledge of a two-way radio and codes. Respect and acknowledge the culture and traditions of the Ute Indian Tribe. Exercise independent judgement. Excellent attendance positive communication skills and excellent organizational skills with close attention to detail. Must possess the ability to work with UTERO commission and staff, businesses, employers, contractors and their staff, as well as the general public in a professional manner. Ability to exercise professionalism at all times.	
Announcement # 2023-146	POSITION: DIRECTOR Department: Human Resource	Wage: \$ DOE Classification: Full Time / 80 Hrs.
Qualifications:	High School Diploma or G.E.D. Graduation from college with Bachelor's Degree in Personnel Management or related field. Knowledge of management and personnel principles and procedures. Working knowledge of classification maintenance and procedure. Working knowledge of ow to establish and/or maintain a compensation plan. Skill in working with people, Ability to communicate effectively verbally and in writing. Ability to establish and maintain effective relationships with employees, appointing authorities, the Personnel Committee and the general public. Two years of experience or administration and / or two years of experience in personnel management and related work.	
Announcement # 2023-148	POSITION: MALE HOUSE MANAGER (2) POSITIONS Department: Red Pine	Wage: \$ 13.79 / 15.00 Classification: Full Time / 64 Hrs.
Qualifications:	Must Have Driver's license Must have or obtain following employment; Food Handlers Permit and First Aid & CPR Certification	
Announcement # 2023-149	POSITION: EQUIPMENT OPERATOR Department: Environmental Health	Wage: \$ 22.83 / 24.03 Classification: Full Time / 80 Hrs.
Qualifications:	High School Graduate or GED Treatment Level-1 Certification and Distribution Level-1 Certification or AS CONDITION OF EMPLOYMENT must obtain one certification within six (6) months of employment AND obtain both certifications within one (1) year of employment. Must retain certification accreditation and attend training to meet new license requirements as needed. Must have excellent communication skills and problem-solving ability Two (2) years' experience of relating to the monitoring and operations of a drinking water system	
Announcement # 2023-151	POSITION: TRAINING COORDINATOR Department: Personnel/HR	Wage: \$ 19.23 / 20.43 Classification: Full Time / 64 Hrs.

Qualifications:	High School Diploma/GED Bachelor's Degree in related field. Two years of administrative experience in Personnel or staff management. Must Work well with the public. Must pass pre-employment drug test and take random drug test when required. Must pass Criminal Background Check. 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 # 2023-152	POSITION: DRINKING WATER TECH Department: Water Systems	Wage: \$ 17.30 / 18.26 Classification: Full Time / 64 Hrs.
Qualifications:	High School Diploma or GED Knowledge of operation of Heavy Equipment, ability to diagnose and repair, general knowledge of Water/Wastewater construction. Must possess a Valid Utah Driver's License and be eligible to obtain a Tribal Driver's license Must currently possess a CDL to operate and move equipment to site location. Must be able to pass a criminal background check(s), a preliminary background check will be performed upon receipt of the Employment Application.	
Announcement # 2023-153	POSITION: TRIBAL POLICE OFFICER (2) POSITIONS Department: BIA/OJS Law Enforcement	Wage: \$ DOE Classification: Full Time / 80 Hrs.
Qualifications:	High School Diploma/GED Must Have a valid Utah State Driver's license and must be able to obtain Tribal license Pass a Criminal Background Check, must pass OPM/BIA background for Government computer access. Must pass Pre-employment test. Must successfully complete a three (3) month's probationary period which incumbent with the evaluated for satisfactory performance of typical duties listed. Tribal Police Officer will work during special events, evenings and weekends as needed and being on call 24/7. Subject to be placed on rotating schedule included swing & night shift or as needed.	
Announcement # 2023-154	POSITION: DRUG & GANG INVESTIGATOR Department: BIA/OJS Law Enforcement	Wage: \$ 24.03 / 25.00 Classification: Full Time / 80 Hrs.
Qualifications:	High School Diploma/GED Must have A VALID Utah State Driver License and able to obtain a Tribal Driver license. Must pass a pre-employment Drug/Alcohol test. Must pass a Criminal Background check. Must pass a BIA Background Investigation for Bia Computer System & IMARS Access. Must attend and complete the criminal Investigator School (10-12 weeks) Will be required to serve a probationary period of one (1) Yea, which is agreement with the memorandum of understanding with the bureau of Indian Affairs and the Tribal Business Committee. Applicants MUST undergo a Physical examination of determine to physically and mentally capable of performing the essential duties of the position efficiently and without hazard to themselves or others. Drug & Gang Investigator will work during special events, evenings and weekends as needed and being on call 24/7. Subject to be placed on rotating schedule included swing & night shift or as needed	
Announcement # 2023-155	POSITION: LICENSED CLINICIAN Department: UIT Alcohol/Substance Abuse Prevention Program	Wage: \$ 30.28 / 31.25 Classification: Full Time / 80 Hrs.
Qualifications:	Master's Degree or SUDC (Substance Use Disorder Counselor) Licensure. Certified Social Worker (CSW), Associate Clinical Mental Health Counselor (ACMHC), Associate Marriage & Family Therapist (AMFT) or Utah State Certified Substance Use Disorder Counselor (SUDC)	
Announcement # 2023-156	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 # 2023-157	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. Must have a food handlers permit.	
Announcement # 2023-159	POSITION: REALTY OIL & GAS ASSISTAN Department: Energy and Minerals	Wage: \$17.62 /\$18.69 Classification: Full Time / 72 Hrs.
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 # 2023-160	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 # 2023-161	POSITION: DIRECTOR Department: Social Service	Wage: 36.05 / 37.50 Classification: Full Time / 80 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. Master's Degree from accredited school of 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.	
Announcement # 2023-162	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 # 2023-163	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 # 2023-164	POSITION: PROCESS SERVER Department: Adult Court	Wage: \$ 16.82 / 18.02 Classification: Full Time / 80 Hrs.
Qualifications:	High School Graduate or GED Equivalent, have a good communication skill, the ability to communicate effectively verbally and in writing. Knowledge of tribal court procedures.	

Announcement # 2023-165	POSITION: BALIFF Department: Juvenile Court	Wage: 18.02 / 19.83 Classification: Full Time / 80 Hrs. Tribal / Seasonal
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 # 2023-166	POSITION: FILE ROOM COURT Department: Tribal Courts	Wage: \$18.02 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. Works directly under the general supervision of the juvenile judge.	
Announcement # 2023-167	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 # 2023-168	POSITION: FISHERIES SEASONAL TECHNICIAN Department: F&W Fisheries	Wage: 15.00 Classification: Part Time / 64 Hrs. TRIBAL/SEASONAL
Qualifications:	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 a good swimmer and be comfortable on the water. Must have some knowledge of boats and boat safety, and be willing to learn to row and navigate whitewater. Must be able and willing to camp for 2-6 days. Must have some experience with large equipment. Must be able to lift and carry over 50 lbs. Applicant must be capable of assisting with projects requiring long hours of manual labor. Must be able to work long hours without supervision and in a range of weather conditions. Applicants must be at least 18 years of age. Position will require traveling; a valid state driver's license is required. Preference will be given to applicants with a degree or currently working towards completion of a degree in biological sciences, fisheries and wildlife or closely related fields. Must pass pre-employment drug test. Tribal preference will be considered.	
Announcement # 2023-169	POSITION: COMMUNITY WORKER Department: Recreation	Wage: 17.72 / 18.93 Classification: Full Time / 64 Hrs. Tribal
Qualifications:	Must have High School Diploma or equivalent; G.E.D. One-year experience in recreation-oriented program or any equivalent or combination of education and experience.	
Announcement # 2023-171	POSITION: CLERK IV Uintah Band Department: <i>Vital Statistics</i>	Wage: \$ 34.85 / 36.93 Classification: Full Time / 64 Hrs.
Qualifications:	High School Graduate, G.E.D. or equivalent. Knowledge of general office procedures and record keeping. Six month's experience related to the field of work. Any equivalent combination of education and experience. Must be an enrolled member of Uintah Band.	
Announcement # 2023-172	POSITION: CREW BOSS Department: Building Rehab	Wage: 18.32 / 19.53 Classification: Full Time / 32 Hrs. Tribal

<u>Qualifications:</u>	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.	
<u>Announcement #</u> 2023-173	POSITION: LABORER (2) Department: Building Rehab	Wage: 13.82 / 15.02 Classification: Full Time / 32 Hrs. Tribal
<u>Qualifications:</u>	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.	
<u>Announcement #</u> 2023-174	POSITION: PLUMBER Department: Building Rehabilitation	Wage: 27.04 / 28.24 Classification: Full Time / 64 Hrs. Tribal
<u>Qualifications:</u>	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.	
<u>Announcement #</u> 2023-175	POSITION: SECRETARY Department: Building Rehabilitation	Wage: DOE Classification: Full Time / 64 Hrs. Tribal
<u>Qualifications:</u>	Will be directed under the guidance of Building Rehabilitation Program Director. Computer Skills (WordPerfect and Microsoft), Typing, Filing, must be able to spell accurately. Receptionist responsibilities. Must work well with co-workers and general public. Must work flexible and teachable. Must have High School Diploma, GED, College+. Must have a valid Utah State Driver's License and must be able to obtain Tribal License. Must pass a pre-employment Drug Test. Must have passed a criminal background check. Must successfully complete a three (3) month probationary period during which incumbent will be evaluated for satisfactory performance of typical duties listed.	
<u>Announcement #</u> 2023-176	POSITION: SANITATION DRIVER Department: Water Systems	Wage: DOE Classification: Full Time / 64 Hrs. Tribal
<u>Qualifications:</u>	Performs unskilled work in the operation of a garbage truck for transport collection and disposal of garbage. Works under the general supervision of the Water Systems Director. Working knowledge of garbage truck driving and it operation. Ability to learn the methods, materials and equipment used in sanitary garble collection and disposal. Ability to learn and follow standard safety practices and procedures common to sanitation work. Ability to perform strenuous manual tasks for extended periods of time in all kinds of weather. Ability to establish and maintain effective working relationships with other employees and the public. Must have valid Utah Driver License and able to obtain valid Utah Driver's License to obtain Tribal	

	License. Must have Class B Chauffeur's License. Must have C.D.L License. Must be able to pass pre-employment drug test. Must pass Criminal background check. High School Diploma or GED.	
Announcement # 2023-177	POSITION: PUBLIC SAFETY DISPATCH Department: BIA/OJS LAW ENFORCEMENT	Wage: DOE Classification: Full Time / 40 Hrs. Tribal
Qualifications:	Serves as a central receiving and dispatching office for the Police Department. Receives official citizen's information and complaints. Works under the direct supervision of the Lead Telecommunication Equipment Operator. The incumbent may be required to operate a motor vehicle to and from work. Must have high school diploma or GED equivalent. Must have a valid Utah State driver license and possible to obtain a Tribal Driver license; if necessary. Must pass a pre-employment drug/alcohol test. Must pass Criminal Background check. Must pass a BIA Background investigation for BIA Computer System & IMARS access. This position may require travel from the normal duty stations to attend necessary training as required. The employee is required to work rotating shifts, which may include evenings, graveyard shift, weekends, and/ or Holidays and/ or overtime; if necessary. Required to submit a typing test and pass with minimum of 55-60 WPM.	
Announcement # 2023-178	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 # 2023-179	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 # 2023-180	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 # 2023-181	POSITION: ASSISTANT DIRECTOR Department: Human Resources	Wage: Prob. \$25.84 After Prob: \$27.04 Classification: Full Time / 64 Hrs. Tribal
Qualifications:	High School graduate, 2 year's supervisory experience. Working knowledge of Tribal Management. Ability to communicate effectively at a level required for successful job performance. Ability to interpret and explain tribal ordinances, regulations, and personnel policies and procedures to a wide variety of individuals and groups. Must possess a valid Utah State driver's license and qualify for a Tribal driver's license under the insurance carrier's requirements. Must obtain Indian Country Human Resource Certification within one year of employment. Must continue training/education relating to health and safety standards, modules, and practices.	
Announcement # 2023-182	POSITION: ASSISTANT EXECUTIVE DIRECTOR Department: Administration	Wage: Prob. \$25.84 After Prob: \$27.04 Classification: Full Time / 64 Hrs. Tribal
Qualifications:	Education and Experience: Graduate from College with a Bachelor's Degree in Business Administration or a related field and three years' experience managing governmental activities; or an equivalent combination of training and experience which provided the capabilities to perform the described duties. INDIAN PREFERENCE APPLIES. The Assistant Executive Director/Chief Operations officer will report directly to the Executive Director/Chief Executive officer in the Tribal Chain of command. He or she will prepare and make reports to the Business Committee as necessary and when requested to ensure continuity and stability to the Tribal Organization. Under the direction of the Executive Director, the COO will make recommendations to the Executive Director and assist that person in performing administrative task with regards to overseeing the various assigned departments.	
Announcement # 2023-183	POSITION: Big Game Coordinator Department: Fish & Wildlife, Big Game Department	Wage: D.O.E Classification: Full Time / 64 Hrs. Tribal
Qualifications:	Must be 21 years of age or older. Must possess a valid Utah Driver's License, able to apply and obtain Tribal Driver's License. Must be in good physical condition, able to stand and walk in rugged terrain for long period of time. Must be honest and trust worthy and possess sound and judgement. Must pass a Criminal Background check. Must not be restricted from owning, possessing or otherwise restricted from firearms. Must pass a pre-employment drug/alcohol test. Must successfully complete a 3-month probation period. Must have a High School Diploma or Equivalent G.E.D. Must possess a Bachelor's Degree in wildlife Biology. Must work well with the public.	
Announcement # 2023-183	POSITION: Secretary Department: Food Distribution Program	Salary: \$29,484.00 Classification: Full Time / 80 Hrs. Grant
Qualifications:	To provide critical and/or receptionist service in direct support of administrative, management, client and program services to support the Ute Indian Tribe Food Distribution Program. To provide necessary office reception and client services. Must have High School Diploma or equivalent. 1+ years of experience in a secretarial role preferred. Professional demeanor and attitude. Familiarity with office organization techniques. Well-organized, detail-oriented.	
Announcement # 2023-184	POSITION: Brownfield Coordinator Department: Environmental GAP Office EPA Tribal Response Program	Salary: DOE Hourly Rate: Classification: Full Time
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. Additional degrees and or certifications in environmental field, grants and accounting preferred. Must have experience in accounting and or bookkeeping. Must have experience working with grants and or grant programs.	

Announcement # 2023-185	POSITION: Community Outreach Coordinator Department: Painted Horse Diabetes Prevention Program	Salary: \$36,118.00 Hourly Rate: Classification: 64hr/Grant
Qualifications:	<p>Must complete Diabetes Prevention courses through AADE or CDC as assigned. Participate in monthly SDPI webinars/trainings. Must pass criminal background check. Be subject to random drug testing. Must have valid Utah state driver's license and obtain a Tribal driver's license. Must successfully complete a 90-day probation period. During which an evaluation for satisfactory performance of typical duties will be conducted for permanent career status. Must adhere to the Ute Tribe Personnel Manual. Must conduct self in a manner that is favorable to the U.I.T and the program. Must have high school diploma or GED. Experience in digital marketing, social media management and communication. Communication skills, computer skills and creative skills. Must have experience in diabetes prevention and intervention. Must be organized and outcome-oriented. Must have excellent interpersonal communication skills. Ability to work independently and be self-motivated.</p>	
Announcement # 2023-186	POSITION: Clerk/Receptionist Department: Painted Horse Diabetes Prevention Program	Salary: \$25,650.00 Hourly Rate: Classification: 64hrs/Tribal
Qualifications:	<p>Must be reliable with strong work ethics. Must pass a criminal background check. Subject to random drug testing. Must maintain confidentiality due to nature of the job. Must have a valid Utah State driver's license and able to obtain a tribal driver's license. Must adhere to Tribal Vehicle Use Policy. Must successfully complete a 90-day probation period during which an evaluation for satisfactory performance of typical duties will be conducted for permanent career status. Must successfully complete Diabetes course as assigned. Must conduct themselves in a manner that is favorable to the U.I.T and the program. Receptionist are the front line of communication and are responsible for making positive first impressions with the public. Assist the Painted Horse Diabetes Program by answering phone calls, taking messages for staff, greeting participants/visitors, providing program information to community. Keeping lobby area clean at all times.</p>	
Announcement # 2023-187	POSITION: Dialysis Transport Driver Department: Painted Horse Diabetes Prevention Program	Salary: \$32,450.00 Hourly Rate: Classification: 32+hrs/ Tribal
Qualifications:	<p>Must have high school diploma. Must be in good health. Must demonstrate an ability to interact in collaborative environments. Must have excellent interpersonal skills. Ability to work independently and be self-motivated. Ability to communicate verbally and in writing with patients, supervisors, and co-workers in a professional manner at all times. Must have clean driving record, no DUI's. Must be able to lift 50 lbs. or more. Must have reliable transportation. Must successfully complete CPR, First Aid, Blood borne Pathogens training and defensive driving. Must participate in trainings relevant to the position. Must have valid Utah state driver's license and obtain a tribal driver's license. Must pass Criminal background check. Must maintain patient confidentiality at all times due to nature of position. Subject to random drug testing. Must adhere to the Tribal Vehicle Use policy. Must successfully complete a 90-day probation period. Must conduct self in a manner that is favorable to the U.I.T and the program.</p>	
Announcement # 2023-188	POSITION: Janitor Department: Painted Horse Diabetes Prevention Program	Salary: \$30,830.00 Hourly Rate: Classification: 64hrs/ Grant
Qualifications:	<p>Must pass criminal background check. Subject to random drug testing. Must be willing to work unsupervised. Must maintain confidentiality of program information. Must attend custodial course. Must have valid Utah state driver's license and obtain Tribal driver's license Must successfully complete 90-day probation period which and evaluation for satisfactory performance of typical duties will be conducted for permanent career status. Must conduct themselves in a manner that is favorable to the U.I.T. Will be responsibel for cleaning painted horse facility both inside and outside. Help organize, carry out and coordinate activities by providing support to diabetes program staff and assist with program activities when necessary. Works und the direct supervision of the Diabetes Program Director.</p>	
Announcement #	POSITION: Receptionist	Salary: DOE

2023-189	Department: Fish & Wildlife	Hourly Rate: Classification: 64/ Full Time
<u>Qualifications:</u>	<p>Must possess a valid Utah State Driver License and qualify for a Ute Tribe Driver License Driving history must meet insurance carrier requirements.</p> <p>Must pass a pre-employment drug test and take a random drug test when required.</p> <p>Must pass a Criminal Background Check</p> <p>Must successfully complete a three (3) month's probationary period during which the incumbent twill be evaluated for satisfactory performance of typical duties listed.</p> <p>Must have predicable daily attendance.</p> <p>Must be able to keep confidential all correspondences, reports, telephone calls and other documents. High School Diploma or GED. One (1) year experience in secretarial position or related clerical field.</p>	