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## Ute Indian Tribe Job Vacancies

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**Announcement: May 21, 2024 – June 4, 2024**

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

<b>Announcement #</b> 2023-148	<b>POSITION:</b> MALE HOUSE MANAGER (1) POSITIONS <b>Department:</b> Red Pine	<b>Classification:</b> Full Time / 64 Hrs./ Tribal
<b>Qualifications:</b>	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. Ability to obtain the following: Food Handlers Permit, First Aid & CPR Certification.	
<b>Announcement #</b> 2023-155	<b>POSITION:</b> LICENSED CLINICIAN <b>Department:</b> UIT Alcohol/Substance Abuse Prevention Program	<b>Classification:</b> Full Time / 80 Hrs./Grant
<b>Qualifications:</b>	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).	
<b>Announcement #</b> 2023-162	<b>POSITION:</b> DIRECTOR <b>Department:</b> Water System	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<b>Qualifications:</b>	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 preferred in the following areas: Engineering, Building Administration or related field. Minimum of (5) Years of experience in public works maintenance and repair at a journey or lead level. Must work well with the public, and Tribal Organizations.	
<b>Announcement #</b> 2023-195	<b>POSITION:</b> Teacher <b>Department:</b> HEAD START	<b>Classification:</b> Full Time/ 80 Hrs./ Grant
<b>Qualifications:</b>	Ability to obtain a Child development associate (CDA), Associate Degree in Early Childhood Education, or in a related field with coursework equivalent to a major relating to early childhood education or must be enrolled, or be willing to enroll, in coursework leading to a Child development Associates or bachelor's degree in Early Childhood Education, or in a related field. <b>A minimum</b> of one (1) year of classroom experience teaching preschool-age 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 Handlers permit, or willingness to complete these four training within one month of hire.	

<b>Announcement #</b> 2023-197	<b>POSITION:</b> Maintenance Supervisor <b>Department:</b> HEAD START	<b>Classification:</b> Full Time/ 80 Hrs./ Grant
<b>Qualifications:</b>	<b>Minimum Education:</b> High School Diploma <b>Minimum Experience:</b> Two (2) years paid experience in providing maintenance/upkeep of faculties, vehicles and equipment. <b>Certificates or License:</b> Clearance on background, drug and alcohol test. Medical examination denoting good mental health and physical health; and current CPR/First Aid/ and universal precautions or the willingness to complete these trainings/certifications within 30 days of hire; and a valid Driver's License.	
<b>Announcement #</b> 2023-212	<b>POSITION:</b> Health and Safety Specialist <b>Department:</b> Head Start	<b>Classification:</b> Full Time/ 80 Hrs./ Grant
<b>Qualifications:</b>	Bachelor's Degree in Public Health, Nursing, Health Education or a closely related degree. CACFP Certifications; 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 a valid Utah Driver's License. Knowledge of maternal and child health, public health, nursing, health education, and/or health administration. Skills in Verbal and written communication. Skills in applying problem-solving strategies and in exercising professional judgement. Skills in the use of technology to effectively manage data and information. Awareness of and ability to work with low-income populations and diverse ethnic cultures and maintain confidentiality. Ability to complete forms and reports correctly and on time as required.	
<b>Announcement #</b> 2024-002	<b>POSITION:</b> CHR <b>Department:</b> Community Health Representatives	<b>Classification:</b> Full Time / 80 Hrs./Grant
<b>Qualifications:</b>	Must possess a valid Utah State Driver's 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 Successfully Complete a Three (3) months' probation period during which the incumbent will be evaluated for satisfactory performance of typical duties listed. Must have High School Diploma or equivalent; G.E.D. One to Three years' experience as a health aid, medical assistant or nursing assistant. Will have one (1) year to acquire C.N.A Certification upon date of hire	
<b>Announcement #</b> 2024-006	<b>POSITION:</b> Director <b>Department:</b> Social Service	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<b>Qualifications:</b>	Possess excellent verbal and writing skills; Basic understanding of computer technology (Microsoft Office); Tribal, Federal, state, and local welfare service programs and supporting legislation; Current developments in the field of social services or other similar human service and their impact on the Departments programs; Conflict resolution; principles and practices of organizational development; Experience working with respect and sensitivity for cultural differences. Ability to communicate positively and effectively with staff members, community and public in a courteous and respective manner. Analyze situations accurately and adopt effective courses of actions; Must have demonstrated skills in communication, documentation, assessment and social work method techniques. Make effective oral and written presentation/ reports; Comprehend and interpret complex legislations regulations, and rules; Establish clear departmental goals and objectives, and follow through on goal attainment; Interpret the Social Service Departmental goals, objectives and policies to the public. Show initiative and exercise sound independent judgmental in the realm of responsibilities, discretion and confidential/sensitive information. Must possess a valid Utah State Driver's License and qualify for a Ute Tribe Driver's License. Driving history must meet insurance carrier requirements. Must pass a pre-employment drug test and will be subject to random testing. Successfully pass a Criminal Background Check. Successfully complete a three (3) month's probationary period during which the incumbent will be evaluated for satisfactory performance of typical duties listed herein. 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.	

<b>Announcement #</b> 2024-010	<b>POSITION:</b> Assistant Director <b>Department:</b> Water System	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<b>Qualifications:</b>	Must have skills with basic computer knowledge including use of word processing, spreadsheet software, and Microsoft Outlook (e-mail) Ability to write proposal and develop programs. Understanding of the basic elements of civil engineering as they relate to water production, storage and distribution and well development. Other types of utilities located within the public right of ways such as electrical, gas, telephone, cable telephone and data communications. Ability to communicate effectively verbally and in writing. Ability to establish and maintain effective working relationship with employees, Tribal members and the public. The employee must occasionally lift and/or move up to 75 pounds.	
<b>Announcement #</b> 2024-013	<b>POSITION:</b> Assistant Caseworker (3) positions <b>Department:</b> Social Service	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<b>Qualifications:</b>	Must have High School Diploma or equivalent; G.E.D. Must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Knowledge of Ute Tribal Culture /Community, Ute speakers preferred. Some college preferred. Knowledge of general administrative practices, including filing, answering phones and computer literate, with the ability to communicate effectively verbally and in writing. Ability to establish and maintain effective working relationship with the employees, clients, departments, agencies and the tribal community. Two years of social work experience preferred.	
<b>Announcement #</b> 2024-014	<b>POSITION:</b> Social Worker (2) positions <b>Department:</b> Social Service	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<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> 2024-018	<b>POSITION:</b> Assistant Director <b>Department:</b> Social Service	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<b>Qualifications:</b>	High School graduate. Knowledge of social work best practices. Ability to communicate effectively verbally and in writing. Ability to establish and maintain effective working relationships with employees and other departments, agencies and the public. Master's degree in Social work or related field. Four years work experience with clients in social work, family or education occupation.	
<b>Announcement #</b> 2024-025	<b>POSITION:</b> Prevention Specialist <b>Department:</b> ASAP	<b>Classification:</b> Full Time/ 80 Hrs./ Grant
<b>Qualifications:</b>	Require 4 years' experience in an alcohol/chemical dependency treatment program setting. Bachelor's Degree in Human Services field or Masters Degree. Required Certification/Registration: Licensed Certified Substance Abuse Counselor (LSAC) or Licensed Certified Social Worker. Must have own transportation and home telephone. Have two years of sobriety. Must possess Utah State Driver License to obtain Tribal Driver's License. Conduct individual assessment through SASSI and other various assessments forms. Ability to read and write progress notes on clients. Willing to take training and educational courses deemed necessary. Ability to apply or gain knowledge of cultural competency.	
<b>Announcement #</b> 2024-028	<b>POSITION:</b> Fish Hatchery Manager <b>Department:</b> Fish & Wildlife Department	<b>Classification:</b> Full Time/ 80 Hrs./ Grant
<b>Qualifications:</b>	Must have High School Diploma/ or Equivalent. Must possess a Valid Utah Driver's License, to obtain a Tribal Driver License. Working Knowledge of Federal Law, State Law and Tribal Law pertaining to Fish & Wildlife Management. Working Knowledge of Tribal Land Boundaries and main and second roads. Knowledge of Fish Identification and reservation waters. Knowledge of Fish survey and sampling techniques. Ability to communicate effectively, orally and in writing. Ability to complete Weekly reports on projects and weekly activities. Ability to work outdoors for extended periods of time with physical activity. Ability to establish and maintain effective working relationships with co-workers and the general public. Ability to stand; walk and on occasion, run over rough surfaces and uneven terrain; bend, crouch, stoop, stretch, reach, straddle, carry and lift moderately heavy items weighing over 50 lbs. in a recurring manner and/ or for long period of time as well as assisting in lifting objects well over 100 lbs. (i.e. Panels, gates, etc.)	

<b>Announcement #</b> 2024-030	<b>POSITION:</b> Public Safety Dispatch (3) positions <b>Department:</b> BIA/OJS Law Enforcement	<b>Classification:</b> Full Time / 80+ Hrs./Tribal
<b><u>Qualifications:</u></b>	<p>Must be a High School Graduate or GED equivalent. The dispatcher must possess mental and emotional stability, normal hearing and have no physical or personal impairment which would preclude them from working rotating shifts, and overtime as needed. The Law Enforcement Dispatcher will be working primarily indoors but on occasion maybe assigned to a site other than duty station.</p> <p>The incumbent may be required to operate a motor vehicle to and from work. 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 a Criminal Background check. Must pass a BIA Background investigation for BIA computer system &amp; 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.</p>	
<b>Announcement #</b> 2024-35	<b>POSITION:</b> Outreach Coordinator <b>Department:</b> Senior Citizens	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b><u>Qualifications:</u></b>	<p>High School Diploma or equivalent. Will perform skilled work, working with elders that are hard to reach, isolated and withdrawn. Working in an office / home setting. Must be able to lift, carry, stoop, bend, and stand for long periods of time. Ability to work with staff, department heads, employees and the general public. Must be a team player and work well under stress. Meal delivery to elders who are homebound. Transport elders. Must be reliable, responsible, and fulfill employment obligation.</p>	
<b>Announcement #</b> 2024-36	<b>POSITION:</b> Child Welfare Attorney <b>Department:</b> Juvenile Courts	<b>Classification:</b> Full Time /64 Hrs./Tribal
<b><u>Qualifications:</u></b>	<p>Member of a state bar association. Work experience in child welfare, culturally competent. Worked in Indian Country a plus. Juris Doctorate with an active state bar license. Knowledge of tribal laws, customs, and traditions, as well as familiarity with the Indian Child Welfare Act (ICWA) and other federal laws affecting child welfare in tribal communities. Exceptional communication and negotiation skills, with the ability to establish rapport with clients and work collaboratively with other professionals. Strong research and analytical abilities, with attention detail. Commitment to social justice, child advocacy and protecting the rights of parents and children in Indian Country. Cultural competency and sensitivity to the unique needs and challenges faced by tribal families.</p>	
<b>Announcement #</b> 2024-39	<b>POSITION:</b> Lead Auditor <b>Department:</b> Royalty Management	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b><u>Qualifications:</u></b>	<p>Bachelor's Degree from accredited college or university in Accounting or Business related field and a minimum 5 years' experience in oil and gas accounting / governmental auditing is preferred. Need to have two (2) years supervisory skills and work well with the public. Knowledge of governmental auditing and accounting system. Proficient with computers and applicable software, such as Excel, Word and Access. Be willing to learn other programs deemed necessary by ONRR. Must be familiar with all office equipment.</p>	
<b>Announcement #</b> 2024-40	<b>POSITION:</b> Staff Auditor <b>Department:</b> Royalty Management	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b><u>Qualifications:</u></b>	<p>Knowledge of governmental auditing and accounting systems. The Ability to establish and maintain effective working relationships with companies and organizations. Proficient with computers and applicable software, such as Excel, Word, and Access. Be willing to learn other programs deemed necessary by the office of Natural Resources Revenue. Bachelors or Associates degree from an accredited college or university in Accounting or Business-related field and a minimum of 5 years' experience in oil and gas accounting/auditing is preferred <b>OR</b> A combination of continuing education towards, and hear completion of, an Accounting or Business-related degree and in-house oil and gas accounting/auditing experience.</p>	

<b>Announcement #</b> 2024-46	<b>POSITION:</b> Crew Boss <b>Department:</b> Building Rehab.	<b>Classification:</b> Full Time /64 Hrs./Tribal
<b>Qualifications:</b>	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.	
<b>Announcement #</b> 2024-47	<b>POSITION:</b> Laborer I <b>Department:</b> Building Rehab	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	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.	
<b>Announcement #</b> 2024-53	<b>POSITION:</b> Drivers Education Teacher <b>Department:</b> Education	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	College degree form an accredited institution with evidence of qualification in chosen area of specialization; Copy of Utah certification or a letter of eligibility from the Certification Office at the Utah State Office of Education in area of specialization and in which you seek employment and provide a copy of such certification; Evidence of ability to work effectively with children, parents, staff and community by means of a minimum of three letters of recommendation, at least one of which must be from a direct supervisor;	
<b>Announcement #</b> 2024-61	<b>POSITION:</b> Health Specialist / Registered Nurse <b>Department:</b> Social Service	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<b>Qualifications:</b>	Licensed Registered Nursing. Two years nursing experience. Experience using Microsoft Word and Excel; Experience preparing and maintaining written narrative documentation of the health activities concerning individual client cases.	
<b>Announcement #</b> 2024-62	<b>POSITION:</b> Medical Driver <b>Department:</b> Painted Horse Diabetes Prevention Program	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	High School graduate or GED certificate. Must be able to lift 70 lbs. or more. Must possess a valid Utah State Driver License and qualify for a Ute Tribe Driver's License. Complete HIPPA and confidentiality at all times due to nature of position. Must be willing to work all holiday's as scheduled / needed. Must demonstrate an ability to interact in collaborative environments. Must communicate verbally and in writing with patients, supervisor and co-workers in a professional manner at all times.	
<b>Announcement #</b> 2024-63	<b>POSITION:</b> Director <b>Department:</b> Mineral Revenue	<b>Classification:</b> Full Time / 80 Hrs./Grant
<b>Qualifications:</b>	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 in desirable.	
<b>Announcement #</b> 2024-64	<b>POSITION:</b> Child Protection Services I <b>Department:</b> Social Service	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	Bachelor of Social work or related field. One year of CPS investigation experience. Must be willing to get First Aid / CPR certification. Required knowledge, skills and abilities; knowledge of child abuse investigation protocols. Ability to communicate effectively verbally and in writing. Ability to establish and maintain effective working relationships with employees, other departments, agencies and the public.	

<b>Announcement #</b> 2024-65	<b>POSITION:</b> Food Service Worker <b>Department:</b> BIA / OJS Law Enforcement	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	High School graduate or GED certificate. Required to submit a typing test and pass with minimum of 55-60 wpm. Employee is required to work rotating shifts, which may include evenings, graveyard shifts, weekends, and/or all Federal & Tribal Holiday's and/or overtime; if necessary. Attend trainings. Must pass a BIA Background investigation for BIA. Must possess a valid Utah State Driver License and qualify for a Ute Tribe Driver's License.	
<b>Announcement #</b> 2024-66	<b>POSITION:</b> Security Officer (2) <b>Department:</b> Security	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	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. Must be 21 years of age. Skill in both verbal and written communication. Some experience in police or security field.	
<b>Announcement #</b> 2024-68	<b>POSITION:</b> Hatchery Manager <b>Department:</b> Fish & Wildlife Fisheries	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<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 have a minimum of a Bachelor's Degree in Fisheries, Biology, aquaculture, fish harvest and hatchery maintenance. Must work well with the public. Must be 18 years of age.	
<b>Announcement #</b> 2024-69	<b>POSITION:</b> Biologist / Coordinator II <b>Department:</b> Fish & Wildlife Big Game	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	Must be 21 years of age or older. Must possess a valid Utah Driver License, able to apply and obtain Tribal Driver License. Must be in good physical condition, able to stand and walk in rugged terrain for long period of time. Must be honest and truth worthy and possess sound and judgement. Must pass Criminal Background Check. <b>Must not be restricted from owning, possessing or otherwise restricted from firearms.</b> Must Pass a pre-employment drug/alcohol test. Working Knowledge of Federal, State, and Tribal Laws and Ordinances pertaining to Fish & Wildlife Management. Working Knowledge of Tribal land boundaries. Skilled in biological techniques survey and resource management. Ability to operate two-way radio. Ability to establish and maintain effective working relationship with employees and the public. Ability to communicate effectively, orally and in writing. Ability to complete weekly reports on project and weekly activities. Ability to work outdoors for extended period of time with physical activity. Ability to establish and maintain effective working relationships with co-workers and the general public. Ability to supervise subordinates, and take disciplinary actions if necessary. Ability to perform strenuous manual tasks in all types of weather conditions for extended periods and at all various elevations. Ability to stand; walk and on occasion, run over rough surfaces and uneven terrain; bend, crouch, stoop, stretch, reach, straddle, carry and lift moderately heavy items weighing over 50 lbs. in a recurring manner and/or for long period of time as well as assisting in lifting objects well over 100 lbs. (i.e. Panels, gates, etc.)	
<b>Announcement #</b> 2024-71	<b>POSITION:</b> Laborer <b>Department:</b> Senior Citizens	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<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 work well with the public and Tribal Elders. Knowledge of methods, materials and equipment used in maintenance type work. Must be culturally sensitive to the traditional health concepts, practices and beliefs of the Ute and other federally recognized tribal members living on the Ute Indian Reservation.	
<b>Announcement #</b> 2024-73	<b>POSITION:</b> Mosquito Control Tech <b>Department:</b> Mosquito Abatement Department	<b>Classification:</b> Full Time / Seasonal /Tribal
<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 pass the Utah Department of Agriculture Non-Commercial Pesticide Applicators License in the public health category.	

<b>Announcement #</b> 2024-74	<b>POSITION:</b> Dispatch (2) positions <b>Department:</b> Fish & Wildlife Law Enforcement	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<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 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.	
<b>Announcement #</b> 2024-75	<b>POSITION:</b> Conservation Officer <b>Department:</b> Fish & Wildlife Law Enforcement	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<b>Qualifications:</b>	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.	
<b>Announcement #</b> 2024-77	<b>POSITION:</b> Home Health Aide <b>Department:</b> Senior Citizens	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	High School Diploma or G.E.D, must have High School Diploma or equivalent; G.E.D. Must work well with the public. Must be able to obtain a CPR & First Aid and Food handlers certification. Must possess a valid Utah State Driver License and qualify for a Ute Tribe Driver License Driving history must meet insurance carrier requirements.	
<b>Announcement #</b> 2024-78	<b>POSITION:</b> Project Manager <b>Department:</b> Revitalization Project	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	High School Diploma or equivalent; G.E.D. Must possess a valid Utah State Driver License and qualify for a Ute Tribe Driver License Driving history must meet insurance carrier requirements. Have at least two years. Must have experience managing projects. Must have excellent interpersonal skills. Experience in fiscal management and budget forecasting. Must demonstrate and ability to interact in collaborative environments. Must have excellent leadership qualities and ability to multi-task with multiple projects.	
<b>Announcement #</b> 2024-79	<b>POSITION:</b> Cook <b>Department:</b> Head Start	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	Individual is responsible for preparing meals for Head Start. Ability to produce meals and cleaning their workspace throughout the day to follow health and safety guidelines. Must be able to obtain a Food Handler’s Permit; Pass an extensive background prior to employment. Ability to obtain CPR, First Aid, Universal Precautions, or willingness to complete these trainings one month of hire.	
<b>Announcement #</b> 2024-85	<b>POSITION:</b> Assistant Director <b>Department:</b> Education	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	High School Diploma or equivalent; G.E.D. Must possess a valid Utah State Driver License and qualify for a Ute Tribe Driver License Driving history must meet insurance carrier requirements. Bachelor’s Degree Preferable. Must have considerable knowledge on public education. Must be willing to work on evenings and weekends when required. Must have a good written and verbal communication skills. Must keep accurate documentation of all activities.	
<b>Announcement #</b> 2024-80	<b>POSITION:</b> Advocate <b>Department:</b> Victims of Crime	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	High School Diploma or equivalent; G.E.D. Must possess a valid Utah State Driver License and qualify for a Ute Tribe Driver License Driving history must meet insurance carrier requirements. 1-2 years’ experience in human service is preferred, but not required. Basic knowledge and understanding in human relations is essential. Knowledge in office work, booking, filing.	

<b>Announcement:</b> 2024-83	<b>POSITION:</b> Assistant Director <b>Department:</b> Head Start	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<b>Qualifications:</b>	Must be able obtain a Child development associate (CDA), Associate Degree in Early Childhood Education, or in a related field with coursework equivalent to a major relating to early childhood education or must be enrolled, or be willing to enroll, in coursework leading to a Child development Associates or A Bachelor's degree in Early Childhood Education, or in a related field. Experience working with preschool-age children of preschool age; three (3) years preferred. Able to pass an extensive Background check. Must be able to obtain certification in CPR, First Aid, Universal Precautions, and Food Handlers permit, or willingness to complete these four training within one month of hire.	
<b>Announcement:</b> 2024-84	<b>POSITION:</b> Assistant Director <b>Department:</b> Human Resource	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	College Experience preferred. Two (2) years 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, 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.	
<b>Announcement:</b> 2024-86	<b>POSITION:</b> Event Coordinator/Media Specialist <b>Department:</b> Ute Language	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	Organize Ute Language classes and cultural events. Knowledge and experience working with audio and visual equipment. Excellent communication skills, previous experience working in community relations. Must be a High School Graduate. Fluency and understanding the speaking the Ute Language.	
<b>Announcement:</b> 2024-87	<b>POSITION:</b> RV Park Host <b>Department:</b> Fish and Wildlife Parks and Outdoor	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<b>Qualifications:</b>	Must be able to greet the public in a professional manner. Maintain Bottle Hollow Reservoir and RV park clean of any debris. Maintain accurate records of payment and Waste Water dumping. Responsible for keeping Waste Water in proper working order. Required to work extended hours and be on call as needed. Responsible for maintaining a safe and sound atmosphere for users of the facilities and lake area.	
<b>Announcement:</b> 2024-88	<b>POSITION:</b> Custodian <b>Department:</b> Fish and Wildlife	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	Ability to maintain a clean, orderly, and safe environment by performing a wide variety of cleaning and maintenance activities at the Fish & Wildlife Department. Keep building clean mostly working inside, but duties can include some outside work. Must be over the age of 18 and ability to work with public.	
<b>Announcement:</b> 2024-90	<b>POSITION:</b> Wellness Court Clerk -Tracker <b>Department:</b> Tribal Adult Court	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	Responsible for managing and maintain records, tracking case progress, contacts with and tracking court clientele, compliance with case plans, preparation for weekly court sessions and providing administrative support to ensure the efficient and effective operation of the Ute Tribal Healing to Wellness Court. Position plays a vital part in helping individual tribal members defendants and offenders, exhibiting marked substance and occurring mental health disorders on their journey to wellness and recovery.	



<b>Announcement:</b> 2024-91	<b>POSITION:</b> Criminal Court Clerk <b>Department:</b> Tribal Adult Court	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	Criminal Clerk performs a wide variety of support work that requires substantial knowledge of the criminal court process. Individual will prepare and maintain records, files, dockets of all court proceedings, date of hearings, and trials, all court and jury rulings, findings, orders, and judgements. Individual must be willing to work in an environment conducive to the positions location and purpose. One year of court work experience required. Associate Degree or Legal Training preferred.	
<b>Announcement:</b> 2024-92	<b>POSITION:</b> Probation officer <b>Department:</b> Adult probation & Probation	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	High School Diploma or equivalent; G.E.D. Must possess a valid Utah State Driver License and qualify for a Ute Tribe Driver License Driving. Never convicted of a felony. Ability to work closely with other departments. Will be required to attend and complete Probation Officer Academy.	
<b>Announcement:</b> 2024-93	<b>POSITION:</b> Sanitation Truck Driver I <b>Department:</b> Water System / Environmental Health	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<b>Qualifications:</b>	High School Diploma or equivalent; G.E.D. Must possess a valid Utah State Driver License and qualify for a Ute Tribe Driver License. High School Diploma or GED. Must have excellent communication skills and problem-solving ability. Knowledge of garbage truck driving and its operation. Knowledge of materials, and equipment used in collection and disposal. Ability to perform strenuous manual tasks for extended periods of time in all kinds of weather. Ability to apply common sense understanding to carry out detailed but uninvolved written and/or oral instructions	
<b>Announcement:</b> 2024-94	<b>POSITION:</b> Monitor Tech <b>Department:</b> Air Quality	<b>Classification:</b> Full Time / 80 Hrs./Tribal
<b>Qualifications:</b>	High School Diploma or equivalent; G.E.D. Must possess a valid Utah State Driver License and qualify for a Ute Tribe Driver License. Preferred experience and or background in the Air Quality and or Environmental field; preferred experience in air analyzers and meteorological equipment operations, maintenance and repair; mechanically inclined: knowledge of Excel or comparable spreadsheet programs; <b>Must be able to lift 50lbs and work outdoors in all climates as needed</b> ; Pass criminal background check. Pass pre-employment and random drug tests. Possess valid Utah Driver's License. High School Equivalent. College Degree Preferred or work experience equivalent.	
<b>Announcement:</b> 2024-95	<b>POSITION:</b> Energy & Mineral <b>Department:</b> Sr. Landman	<b>Classification:</b> Full Time / 64 Hrs./Tribal
<b>Qualifications:</b>	High school Diploma or GED. must possess a valid Utah Driver's License and be eligible to obtain a Tribal Driver's license. Must have knowledge of computer, Word, Access, Excel and Bolo. (will train in using Bolo). Be familiar with reservation area / reading maps. Negotiating oil and gas lease terms. Review lease files and title opinions for ownership determination. Prepare contractual briefs of exploration agreements, unit agreement. For a higher category applicant with a Business Program Certificate from UBTECH will be the next followed by applicant with Associate Degree in fields related to business or natural resources management, applicant that have a Bachelor's Degree that focus on business, law, political science, or natural resources management will be top applicant for this position.	