

Sauk-Suiattle Indian Tribe Job Description

Job Title: Seasonal Natural Resources Technician
Department: Natural Resources
Reports To: Natural Resources Field Coordinator
Status: Hourly
Prepared By: S Morris
Prepared Date: 07/19/2012
Approved By: J. Joseph
Approved Date: 7/31/12

Summary: An entry-level, seasonal position to assist the Sauk-Suiattle Natural Resources programs (water quality, fisheries, wildlife) with basic field work. Primary duties include four months of field work supporting the Tribe's Puget Sound Partnership projects, particularly knotweed surveys and eradication, as well as sediment sampling and water quality monitoring and data entry. Length of season and other program support depends on funding. Additional duties could include supporting fisheries crews in surveying, harvesting and processing fish, or supporting wildlife field studies. Supervised by the Watershed Manager, daily work schedule coordinated with the Natural Resources Field Coordinator. On-the-job training provided.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Willingness and ability to learn a variety of field work tasks as needed, such as surveying, sampling, gear maintenance and operation.

Assists knotweed eradication crews in surveying and spraying knotweed.

Safely operates herbicide spraying equipment, using appropriate protective gear.

Assists sediment sampling crews as needed, including: as a spotter for traffic on bridges and watching for large log hazards floating into sampling gear; hauling bottles, samplers and assorted gear to and from vehicles; operating sampling equipment, correctly labeling samples.

Safely driving and maintaining Natural Resources vehicles, including on logging roads with occasional need for four-wheel drive.

Assisting fisheries crews as directed, helping to set nets, prepare and clean gear.

Help to process fish and update freezer inventory.

Learn protocols for spawner surveys and assist crews in data collection and data entry, as needed.

Demonstrates motivation to reach performance goals of the project in the time scheduled.

Assist other Natural Resource Programs as needed.

Other duties as assigned.

Supervisory Responsibilities

This job has no supervisory responsibilities.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

High school diploma or general education degree (GED) required.

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

Language Skills

Ability to read and comprehend simple instructions, compose short correspondence, and memos. Ability to write and take dictations and ability to present information effectively one-on-one and in small group situations with other employees, tribal members and individuals.

Certificates, Licenses, Registrations

The Technician must have Current Washington State driver's license. The license must have consistently remained valid for the last 12 months. The Technician must have the ability to obtain required certifications, licenses and registrations.

Physical Demands/Work Environment: The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee may be required to sit; stand; walk; use hands to finger, handle or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch; talk or hear. The employee may occasionally lift and/or move up to 50 pounds. The employee must be able to safely operate power equipment for extended periods of time. Specific vision abilities required by this job include close vision, peripheral vision and ability to adjust focus.

While performing the duties of this job, the employee is frequently exposed to outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions; extreme cold and extreme heat.

Culturally Sensitive:

All employees must be culturally sensitive to the customs, traditions, practices, and sovereign status of the Sauk-Suiattle Indian Tribe.

Drug Free Workplace:

Sauk-Suiattle Indian Tribe is a drug-free workplace. All employees are subject to a pre-employment drug screen.

Background Check:

All employees must be able to pass a background check per Sauk-Suiattle Indian Tribe's Background Check Policy.

This job description does not constitute an employment agreement between SSIT and the employee, and is subject to change by SSIT as the needs of the tribe and the requirements of the job change.

NATIVE AMERICAN AND VETERANS PREFERENCE APPLIES