

TOHONO O'ODHAM NATION

HUMAN RESOURCES OFFICE

P.O. Box 837 ~ Sells, Arizona 85634

Phone: (520) 383-6540, 361-3766, 362-3766 ~ Tucson 623-5783 ~ Fax: (520) 383-4676

Website: www.tonation-nsn.gov



PLEASE POST

APPLY NOW!

JOB ANNOUNCEMENT SUMMARY – December 7, 2009

<u>HRO 210</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>CLOSING DATE</u>	<u>FY 2010 SALARY</u>
9184	Prosecutor—NEW	Administrative Manager	Open Until Filled	\$40,792.38
9183	Prosecutor—NEW	Criminal Investigator	Open Until Filled	\$40,884.67
9182	Prosecutor—NEW	Prosecutor II	Open Until Filled	\$68,453.23
General Support Services				
9162	Accounting	Office Support Worker	Open Until Filled	\$9.07-10.01 hour
9071	Facility Management	Office Support Worker	Open Until Filled	\$9.07-10.01 hour
9181	Grants and Contracts—NEW	Administrative Assistant	Open Until Filled	\$14.15 hour
9080	Human Resources	Administrative Secretary	Open Until Filled	\$12.51 hour
Membership Services				
9161	Hia-Ced O'odham	Projects Coordinator	Open Until Filled	\$13.47 hour
Department of Human Services				
9003/9004	Behavioral Health	Counselor III	Open Until Filled	\$39,406.91
9005	Behavioral Health	Counselor I	Open Until Filled	\$13.80 hour
9172	Behavioral Health	Medical Records Clerk	Open Until Filled	\$11.33 hour
9010	Child Welfare	Billing Technician	Open Until Filled	\$12.82 hour
9025	Child Welfare	Child Welfare Senior Specialist	Open Until Filled	\$42,417.85
9029/30/31 9026	Child Welfare	Child Welfare Specialist (4)	Open Until Filled	\$37,982.57
9008/ 9129/40/41	Community Health	Community Health Representative (4)	Open Until Filled	\$13.47 hour
9128	Community Health	Community Health Specialist LPN	Open Until Filled	\$13.80 hour
9139	Community Health	Community Health Specialist/LPN	Open Until Filled	\$13.80 hour
9007	Community Health	Family Resources Coordinator	Open Until Filled	\$46,658.83
9142	Community Health	Home Health Aide	Open Until Filled	\$9.77 hour
9130/9132	Community Health	Home Health Nurse (2)	Open Until Filled	\$47,371.04

<u>HRO 210</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>CLOSING DATE</u>	<u>FY 2010 SALARY</u>
9093—9095	Health Transportation—Site: San Simon	Health Transportation Driver	Open Until Filled	\$11.90 hour
9104	Health Transportation—Site: San Lucy	Health Transportation Driver (Occasional)	Open Until Filled	\$11.90 hour
9096—9102	Health Transportation—Site: Santa Rosa	Health Transportation Driver	Open Until Filled	\$11.90 hour
9145	Management of Health	Administrative Assistant	Open Until Filled	\$14.15 hour
9156/57/58	Management of Health SPF Tribal Incentive Grant	Community Prevention Specialist (3)	Open Until Filled	\$34,011.04
9173	Management of Health SPF Tribal Incentive Grant	Grant Manager	Open Until Filled	\$50,990.48
9126	Senior Services	Adult Care Supervisor	Open Until Filled	\$37,982.57
9061	Special Needs	Administrative Assistant	Open Until Filled	\$14.15 hour
Department of Education				
9171	One Stop	Program Specialist	December 8, 2009	\$13.47 hour
9054 9043—9045 9049 9040	Recreation—Site: Al Jek	Facility Management Technician I Lifeguard/Youth Outreach Support Principal Lifeguard Receptionist	Open Until Filled Open Until Filled Open Until Filled Open Until Filled	\$10.26 hour \$10.52 hour \$9.53 hour \$10.10 hour
9108 9053 9050 9042 9039	Recreation—Site: Hickiwan	Building and Grounds Worker Facility Management Technician I Lifeguard (Water Safety Instructor) Lifeguard/Youth Outreach Support Recreation Aide	Open Until Filled Open Until Filled Open Until Filled Open Until Filled Open Until Filled	\$9.53 hour \$10.26 hour \$10.52 hour \$10.52 hour \$8.85 hour
9055	Recreation—Site: Pisinemo	Building and Grounds Worker	Open Until Filled	\$9.53 hour
9052 9046/9047/9048 9037	Recreation—Site: Sells	Lifeguard (Water Safety Instructor) Lifeguard/Youth Outreach Support Secretary	Open Until Filled Open Until Filled Open Until Filled	\$10.52 hour \$10.52 hour \$9.77-11.33 hour
9178/9179	Scholarship Fund— <i>NEW</i>	Education Assistance Specialist (2)	Open Until Filled	\$14.15 hour
9056	Vocational Rehab— <i>RE-ADVERTISED</i>	Driver (Occasional)	Open Until Filled	\$11.61 hour
9057	Vocational Rehab	Administrative Secretary	Open Until Filled	\$12.51 hour
9159/9160	Vocational Rehab	Vocational Rehabilitation Specialist (2)	Open Until Filled	\$15.62 hour
Planning/Economic Development				
9124	Planning/Real Property	Facilities Management Technician I	Open Until Filled	\$10.26 hour
9121	Planning/Real Property	HVAC Maintenance	Open Until Filled	\$18.56 hour

<u>HRO 210</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>CLOSING DATE</u>	<u>FY 2010 SALARY</u>
Department of Natural Resources				
9150	Cultural Center/Museum	Facility Management Technician I	Open Until Filled	\$10.26 hour
9136	Solid Waste Management	Assistant Manager	Open Until Filled	\$36,609.70
9137	Solid Waste Management	Automotive Mechanic	Open Until Filled	\$14.50 hour
Department of Public Safety				
9118	Law Enforcement— <i>RE-ADVERTISED</i>	Accounting Technician	Open Until Filled	\$12.51 hour
9163	Law Enforcement	Automotive Service Worker	Open Until Filled	\$11.05 hour
9133	Law Enforcement	Financial Crimes Investigator	Open Until Filled	\$52,926.43

ATTENTION ALL APPLICANTS!!!

Open Until Filled: Apply during the first 10 working days to assure you are in the first group to be interviewed if qualified.

Current Employees: must be in your current position for six (6) months prior to applying for another job opening. (Section III. H. h.) This provision may be waived if it is in the best interest of the Nation. Employees applying for transfer or promotional opportunities must advise their supervisor that they are competing for other position.

NOTE: All regular, temporary, full-time, part-time clerical positions under the Tohono O'odham Nation's Executive Branch will be filled from the established "Clerical Roster". Applicants are required to be tested in order to be considered for any clerical positions, except Receptionist/Switchboard Operator. **TESTING:** Appointments are necessary. Please call 383-6540 to schedule an appointment.

FOR CLERICAL TESTING

Clerical testing is reserved for **Tuesdays, Wednesdays, and Thursdays 9:00a—2:00p**. If applying for any clerical positions please contact Human Resources @ (520) 383-6540 to schedule an appointment. **IT IS IMPORTANT TO KEEP YOUR SCHEDULED APPOINTMENTS!**

APPLYING FOR POSITIONS

HOW TO APPLY: Submit the following: (1) a signed & completed Tohono O'odham Nation employment application, (2) a signed & completed Authorization to Release Information document, (3) a signed & completed Background/MVR Investigations document, (4) if claiming Indian Preference, submit a certified document of Indian Blood certificate (C.I.B.) OR a copy of Tribal Enrollment Card, (5) and any other necessary documentation pertinent to the position being filled i.e. resume, transcript of college courses, letters of reference, etc. to the TOHONO O'ODHAM NATION, HUMAN RESOURCES OFFICE, P.O. BOX 837, SELLS, AZ 85634 or call (520) 383-6540 for applications or information. Applications and supporting documents become the property of the Tohono O'odham Nation.

Indian Preference and Preference in filling vacancies will be given to (1) enrolled members of the Tohono O'odham Nation, (2) enrolled members of other nations or tribes, (3) other candidates. Tohono O'odham Nation is committed to providing Equal Employment Opportunities.

OTHER EMPLOYER'S RECRUITMENT

TOHONO O'ODHAM LEGISLATIVE BRANCH

<u>Position</u>	<u>Closing Date</u>	<u>Salary</u>
Transcriber	Open Until Filled	\$27,195.00

Applications available at Legislative Administration Office, Sells, Arizona. For additional information contact Legislative Administration Office at (520) 383-2470.

INTERMOUNTAIN CENTER FOR HUMAN DEVELOPMENT

<u>Position</u>	<u>Closing Date</u>	<u>Salary</u>
Van Driver (Full Time/On Call) (Sells, AZ area)	Open Until Filled	\$10.00 per hour

For additional information contact Jan Smith, Intermountain Human Resources at (520) 721-1887 extension 5208 or 5207. Website: www.ichd.net



TOHONO O'ODHAM NATION, EXECUTIVE BRANCH
HUMAN RESOURCES OFFICE

P.O. Box 837; SELLS, ARIZONA 85634 · PHONE: (520) 383-6540 · FAX: (520) 383-4676

JOB ANNOUNCEMENT

In-House

JOB TITLE: FACILITIES MAINTENANCE SUPERVISOR

SALARY: \$37,982.57, PLUS BENEFITS

OPENING DATE: December 7, 2009

CLOSING DATE: December 18, 2009

NOTE: To ensure consideration, apply within the first 10 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

STATUS: Probationary/Permanent, Full-Time

HRS/WK: Exempt

**DEPARTMENT: Planning and Economic Development/
 Real Property Management**

JOB LOCATION: Sells, AZ

STATEMENT OF JOB: Accomplishes the strategic objectives assisting the Manager with planning, organizing and directing administrative functions required to operate and maintain activities and services of the Facility Management Program. Assists with ensuring the program operates efficiently and effectively in accordance with established policies, procedures regulations and protocol. The listed tasks are ILLUSTRATIVE ONLY, and are not a comprehensive listing of all functions and tasks performed by positions in this class.

MINIMUM QUALIFICATIONS:

1. High School Diploma or GED
2. Four years of experience with Facilities Management Program
3. One year of supervisory experience;

—OR—

Equivalent combination of education, training, and experience that demonstrates the knowledge or skills required in completing the scope of work

—AND—

- Bilingual O'odham/English preferred.
- Valid Arizona Driver's License (No DUI's or major traffic offenses with the past three (3) years.)
- Must successfully complete and pass a background investigation and fingerprint check

HOW TO APPLY: Submit the following: (1) a signed & completed Tohono O'odham Nation employment application, (2) a signed & completed Authorization to Release Information document, (3) a signed & completed Background/MVR Investigations document, (4) if claiming Indian Preference, submit a certified document of Indian Blood certificate (C.I.B.) OR a copy of Tribal Enrollment Card, **(5) current resume, copy of Degree and/or transcripts and copy of current valid Arizona drivers license** to the Tohono O'odham Nation's Human Resources Department, P.O. Box 837, Sells, AZ 85634. Call (520) 383-6540, for an application or information. Applications and supporting documents become the property of the Tohono O'odham Nation.

Please keep copies for your own reference.

Preference in filling vacancies will be given to (1) enrolled members of the Tohono O'odham Nation, (2) enrolled members of other nation's or tribes, (3) other candidates. The Tohono O'odham Nation is committed to providing Equal Employment Opportunities.

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JOB ANNOUNCEMENT

JOB TITLE: ADMINISTRATIVE MANAGER

SALARY: \$40,792.38 PLUS BENEFITS

OPENING DATE: **December 7, 2009**

CLOSING DATE: **Open Until Filled**

NOTE: To ensure consideration, apply within the first 10 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

STATUS: Probationary/Permanent, Full-Time

HRS/WK: Exempt

(This position is budgeted for 32 hours per week)

DEPARTMENT: Executive/**Prosecutor**

JOB LOCATION: Sells, AZ

STATEMENT OF JOB: Accomplishes the objectives of the administrative functions of the Prosecutor's Office by planning, organizing and managing all functions required to operate and maintain the activities and services of the Prosecutor's Office. Ensures that the administrative functions and related services are provided effectively and efficiently to the Tohono O'odham Nation. The listed tasks are ILLUSTRATIVE ONLY, and are not a comprehensive listing of all functions and tasks performed by positions in this class.

MINIMUM QUALIFICATIONS:

1. Associate's Degree in Criminal Justice, Public/Business Administration
2. Four years work experience in Public Safety or service related business environment inclusive of two years supervisory experience;

—OR—

Equivalent combination of education, training, and experience that demonstrates the knowledge or skills required in completing the scope of work

—AND—

- Bilingual O'odham/English preferred.
- Valid Arizona Driver's License (No DUI's or major traffic offenses with the past three (3) years.)
- Must successfully complete and pass a background investigation and fingerprint check

HOW TO APPLY: Submit the following: (1) a signed & completed Tohono O'odham Nation employment application, (2) a signed & completed Authorization to Release Information document, (3) a signed & completed Background/MVR Investigations document, (4) if claiming Indian Preference, submit a certified document of Indian Blood certificate (C.I.B.) OR a copy of Tribal Enrollment Card, **(5) current resume, three (3) Letters of Reference, copy of Degree and/or transcripts and copy of current valid Arizona drivers license** to the Tohono O'odham Nation's Human Resources Department, P.O. Box 837, Sells, AZ 85634. Call (520) 383-6540, for an application or information. Applications and supporting documents become the property of the Tohono O'odham Nation.

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JOB ANNOUNCEMENT

JOB TITLE: CRIMINAL INVESTIGATOR

SALARY: \$40,884.67, PLUS BENEFITS

OPENING DATE: December 7, 2009

CLOSING DATE: Open Until Filled

NOTE: To ensure consideration, apply within the first 10 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

STATUS: Probationary/Permanent, Full-Time

HRS/WK: Exempt

DEPARTMENT: Executive/Prosecutor

JOB LOCATION: Sells, AZ

STATEMENT OF JOB: Conducts comprehensive investigations of alleged or suspected criminal violations of federal, state, or local laws to assist and support civil and criminal cases. The listed tasks are ILLUSTRATIVE ONLY, and are not a comprehensive listing of all functions and tasks performed by positions in this class.

MINIMUM QUALIFICATIONS:

Associate's degree in Criminal Justice or related field

Two years work experience in investigative law enforcement;

—OR—

Equivalent combination of education, training, and experience that demonstrates the knowledge or skills required in completing the scope of work

—AND—

- Bilingual O'odham/English preferred.
- Valid Arizona Driver's License (No DUI's or major traffic offenses with the past three (3) years.)
- Must successfully complete and pass a background investigation and fingerprint check
- Must be willing to sign a confidentiality statement upon hire.

HOW TO APPLY: Submit the following: (1) a signed & completed Tohono O'odham Nation employment application, (2) a signed & completed Authorization to Release Information document, (3) a signed & completed Background/MVR Investigations document, (4) if claiming Indian Preference, submit a certified document of Indian Blood certificate (C.I.B.) OR a copy of Tribal Enrollment Card, **(5) current resume, three (3) Letters of Reference, copy of Degree and/or transcripts and copy of current valid Arizona drivers license** to the Tohono O'odham Nation's Human Resources Department, P.O. Box 837, Sells, AZ 85634. Call (520) 383-6540, for an application or information. Applications and supporting documents become the property of the Tohono O'odham Nation.

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JOB ANNOUNCEMENT

JOB TITLE: **PROSECUTOR II**
SALARY: **\$68,453.23, PLUS BENEFITS**

OPENING DATE: **December 7, 2009**

CLOSING DATE: **Open Until Filled**

NOTE: To ensure consideration, apply within the first 10 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

STATUS: Probationary/Permanent, Full-Time

HRS/WK: Exempt

DEPARTMENT: Executive/**Prosecutor**

JOB LOCATION: Sells, AZ

STATEMENT OF JOB: Presents criminal complaints and prosecutes individuals accused of violating civil and/or criminal laws or ordinances of the Tohono O'odham Nation. The listed tasks are ILLUSTRATIVE ONLY, and are not a comprehensive listing of all functions and tasks performed by positions in this class.

MINIMUM QUALIFICATIONS:

1. Juris Doctor from an accredited law school and admission to a state bar.
2. Four years of professional legal experience.

—OR—

Equivalent combination of education, training, and experience that demonstrates the knowledge or skills required in completing the scope of work

—AND—

- Admission to the State Bar of Arizona must be obtained within 18 months.
- No felony convictions within ten years nor misdemeanor convictions within three years.
- Bilingual O'odham/English preferred.
- Valid Arizona Driver's License (No DUI's or major traffic offenses with the past three (3) years.)
- Must successfully complete and pass a background investigation and fingerprint check
- Must be willing to sign a confidentiality statement upon hire.

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JOB ANNOUNCEMENT

JOB TITLE: **ADMINISTRATIVE ASSISTANT**
SALARY: **\$14.15 PER HOUR, PLUS BENEFITS**

OPENING DATE: **December 7, 2009**

CLOSING DATE: **Open Until Filled**

NOTE: To ensure consideration, apply within the first 10 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

STATUS: Probationary/Permanent, Full-Time

HRS/WK: Non-Exempt

DEPARTMENT: **GSS/Grants and Contracts**

JOB LOCATION: Sells, AZ

STATEMENT OF JOB: Enhances department or division's effectiveness by performing a variety of administrative support duties and tasks. May be assigned to lead the work of assigned clerical or secretarial staff. Maintains confidentiality of all privileged information. The listed tasks are ILLUSTRATIVE ONLY, and are not a comprehensive listing of all functions and tasks performed by positions in this class.

MINIMUM QUALIFICATIONS:

1. High School Diploma or GED
2. Three years administrative or secretarial experience

—OR—

Equivalent combination of education, training, and experience that demonstrates the knowledge or skills required in completing the scope of work

—AND—

- Clerical skills (applicant must be tested or provide a certificate indicating skills level from the Career Center or other approved school or agency)
Typing 45 w.p.m. Grammar 55% Spelling 55% Math 55% Records Management 55%
- Bilingual O'odham/English preferred.
- Valid Arizona Driver's License (No DUI's or major traffic offenses with the past three (3) years.)
- Must successfully complete and pass a background investigation and fingerprint check

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JOB ANNOUNCEMENT

JOB TITLE: EDUCATION ASSISTANCE SPECIALIST (2)
SALARY: \$14.15 PER HOUR, PLUS BENEFITS

OPENING DATE: December 7, 2009

CLOSING DATE: Open Until Filled

NOTE: To ensure consideration, apply within the first 10 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

STATUS: Probationary/Permanent, Full-Time

HRS/WK: Non-Exempt

DEPARTMENT: Education/Scholarship Fund

JOB LOCATION: Sells, AZ

STATEMENT OF JOB: Provides financial aid counseling and information to eligible students who are pursuing secondary or post secondary degrees, licenses, or certificates. The listed tasks are ILLUSTRATIVE ONLY, and are not a comprehensive listing of all functions and tasks performed by positions in this class.

MINIMUM QUALIFICATIONS:

1. Associate's Degree in Education, Guidance Counseling or closely related field
2. Plus two years experience in teaching or counseling;

—OR—

Equivalent combination of education, training, and experience that demonstrates the knowledge or skills required in completing the scope of work

—AND—

- Bilingual O'odham/English preferred.
- Valid Arizona Driver's License (No DUI's or major traffic offenses with the past three (3) years.)
- Must successfully complete and pass a background investigation and fingerprint check

HOW TO APPLY: Submit the following: (1) a signed & completed Tohono O'odham Nation employment application, (2) a signed & completed Authorization to Release Information document, (3) a signed & completed Background/MVR Investigations document, (4) if claiming Indian Preference, submit a certified document of Indian Blood certificate (C.I.B.) OR a copy of Tribal Enrollment Card, **(5) current resume, three (3) Letters of Reference, copy of Degree and/or transcripts and copy of current valid Arizona drivers license** to the Tohono O'odham Nation's Human Resources Department, P.O. Box 837, Sells, AZ 85634. Call (520) 383-6540, for an application or information. Applications and supporting documents become the property of the Tohono O'odham Nation.

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Re-Advertised

JOB ANNOUNCEMENT

JOB TITLE: DRIVER (OCCASIONAL, AS NEEDED)

SALARY: \$11.61, PER HOUR, NO BENEFITS

OPENING DATE: December 7, 2009

CLOSING DATE: Open Until Filled

NOTE: To ensure consideration, apply within the first 10 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

STATUS: Temporary/Part-Time

HRS/WK: Non-Exempt

DEPARTMENT: Education/Vocational Rehabilitation

JOB LOCATION: Sells, AZ

STATEMENT OF JOB: Provide safe and efficient transport of individuals to and from designated activities. Ensures safety for passengers while embarking and disembarking, working with passengers in wheelchairs, and those of excessive body weight; loads and stows durable assistive devices. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.

MINIMUM QUALIFICATIONS:

High School Diploma or GED plus six months work experience as a driver.

-- OR --

An equivalent combination of education and experience.

-- AND --

- Bilingual O'odham/English preferred.
- Must successfully complete a background investigation.
- Valid Arizona Driver's license (No DUI's or major traffic violations within the past three (3) years).

HOW TO APPLY: Submit the following: (1) a signed & completed Tohono O'odham Nation employment application, (2) a signed & completed Authorization to Release Information document, (3) a signed & completed Background/MVR Investigations document, (4) if claiming Indian Preference, submit a certified document of Indian Blood certificate (C.I.B.) OR a copy of Tribal Enrollment Card, (5) **three reference letters, and copy of valid Arizona drivers license** to the Tohono O'odham Nation's Human Resources Department, P.O. Box 837, Sells, AZ 85634. Call (520) 383-6540, for an application or information. Applications and supporting documents become the property of the Tohono O'odham Nation.

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JOB ANNOUNCEMENT

Re-Advertised

JOB TITLE: ACCOUNTING TECHNICIAN
SALARY: \$12.51 PER HOUR, PLUS BENEFITS

OPENING DATE: December 7, 2009

CLOSING DATE: Open Until Filled

NOTE: To ensure consideration, apply within the first 10 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

STATUS: Probationary/Permanent, Full-Time

HRS/WK: Non-Exempt

DEPARTMENT: DPS/Law Enforcement

JOB LOCATION: Sells, AZ

STATEMENT OF JOB: Performs calculating posting and verifying financial transactions for use in maintaining program or department financial records. Maintains confidentiality of all privileged information. The listed tasks are ILLUSTRATIVE ONLY, and are not a comprehensive listing of all functions and tasks performed by positions in this class.

MINIMUM QUALIFICATIONS:

High School Diploma or GED plus two years accounting or bookkeeping experience;

—OR—

Equivalent combination of education, training, and experience that demonstrates the knowledge or skills required in completing the scope of work

—AND—

- Bilingual O'odham/English preferred.
- Valid Arizona Driver's License (No DUI's or major traffic offenses with the past three (3) years.)
- Must successfully complete and pass a background investigation and fingerprint check

HOW TO APPLY: Submit the following: (1) a signed & completed Tohono O'odham Nation employment application, (2) a signed & completed Authorization to Release Information document, (3) a signed & completed Background/MVR Investigations document, (4) if claiming Indian Preference, submit a certified document of Indian Blood certificate (C.I.B.) OR a copy of Tribal Enrollment Card, **(5) current resume, three (3) Letters of Reference, copy of Degree and/or transcripts and copy of current valid Arizona drivers license** to the Tohono O'odham Nation's Human Resources Department, P.O. Box 837, Sells, AZ 85634. Call (520) 383-6540, for an application or information. Applications and supporting documents become the property of the Tohono O'odham Nation.

Please keep copies for your own reference.

Preference in filling vacancies will be given to (1) enrolled members of the Tohono O'odham Nation, (2) enrolled members of other nation's or tribes, (3) other candidates. The Tohono O'odham Nation is committed to providing Equal Employment Opportunities.

The Tohono O'odham Nation is an "Alcohol/Drug Free Work Place".