

JOB ANNOUNCEMENTS

TO APPLY: Indian preference employer as required by law. Submit application, resume and at least two (2) letters of recommendation postmarked by the closing date to: Human Resources Dept. Puyallup Tribe of Indians, 3009 E. Portland Ave., Tacoma, WA 98404, (253) 573-7863, Fax (253) 573-7963, **Job Line (253) 573-7943.**

NOTE: Applications and copies of job announcements available at Room #157 or online at puyalluptribe.com. *Resumes submitted after the closing date or without a completed application will not be considered.

JOB TITLE: Human Resources Assistant **CLOSES:** March 30
DEPT: Human Resources **POSITION SUMMARY:** Assists the HR staff in day-to-day and long-range department operations. Assists in the coordination of recruitment, selection, grievance, training and HR policy issues within the Human Resources Department.

JOB TITLE: Police Officer **DEPT:** Law Enforcement **CLOSES:** March 31
DISCLAIMER: Position is grant & Tribal funded. Positions are subject to funding.
POSITION SUMMARY: Responsible for the enforcement of all tribal laws and regulations which shall include both land and marine areas which are under tribal jurisdiction. The police officer should possess understanding of sovereignty, tribal regulations and the need for their enforcement.

JOB TITLE: Clinical Services Specialist **CLOSES:** April 2
DEPT: Executive Director - Children's Services
POSITION SUMMARY: Provides supervision of case work services to children (and their care givers) found to be in need of care through the Puyallup Tribal Court as a result of child abuse or neglect. Assists with therapeutic case planning that results in improved overall handling of child abuse and neglect cases. Provides leadership and models solution-based services that promote crime victim recovery and harm reduction. Provides direct mental health and social services. Engages community resources, including mentorship, to promote healing of children harmed by crime. Provides direct therapeutic support and referral services to ensure that child abuse victims, particularly sexual assault victims, receive trauma-informed mental health and social service care to support them from the initial investigation through court processes to healing and recovery.

JOB TITLE: Behavior, Guidance & Support Coordinator **CLOSES:** April 6
DEPT: GELC **POSITION SUMMARY:** Plans and executes an early care education program for children needing additional support in the areas of social, emotional and behavioral development in accordance with the center's educational goals and philosophy to positively guide children's behavior and

development and to create a safe, healthy, and culturally appropriate learning environment for young children. Creates and plans individualized developmentally appropriate learning experiences in the areas of cognitive, gross and fine motor, social and self-help, emotional, and communication skills.

JOB TITLE: Network Engineer **CLOSES:** April 9, 2018
DEPT: Information Technologies **POSITION SUMMARY:** Under general direction designs, supports, maintains, and evaluates computer networking and telecommunication systems; installs, configures, and maintains routers, switches, PSTN gateways, firewalls, and other network-related devices and services.

JOB TITLE: Cemetery Maintenance & Department Assist. **CLOSES:** May 2, 2018
DEPT: Cemetery **POSITION SUMMARY:** Assists the Cemetery Maintenance Department in providing lead worker duties for oversight of WFD work crew who provides upkeep, maintenance and beautification of the Puyallup Tribe's Cemeteries: Cushman, Willard, Indian Henry, and St. George. Cemeteries are located within a ten-mile radius of the Tribal Administration Building. Also provides administrative support to the Director as needed.

JOB TITLE: Accounting Internship **DEPT:** Accounting **CLOSES:** When Filled
POSITION SUMMARY: The Tribal Administration HR Department is looking for Puyallup Tribal Members interested in taking part in an internship program in the Accounting Department working with DAP Services, Inc. Anyone interested should submit an application, resume of previous work experience and/or education, a one-page personal statement as to why you are interested in this program and a copy of your transcripts to the Human Resources Dept.

JOB TITLE: On-Call Home Support Aide **OPEN** Continuously
DEPT: Elders Care Services
Note: This is a part-time position. Max. 20 hrs./wk. **POSITION SUMMARY:** Under the supervision of the Home Support Manager, the Home Support Aide will provide personal care, meal preparation, light housekeeping and/or shopping errands to Tribal Elders or Vulnerable Adults in their homes, as outlined by a home support plan.

JOB TITLE: On Call Security Officer **OPEN** Continuously
DEPT: Public Safety **POSITION SUMMARY:** Responsible for protection and security of the Puyallup Tribal buildings and property. Reports all incidents in writing to the Security Mgr. and any criminal activity to both the Security Mgr. and the Puyallup Tribal Police Dept.



PUYALLUP TRIBAL HEALTH AUTHORITY EMPLOYMENT OPPORTUNITIES



The positions listed below are full-time (40hrs/wk), unless otherwise stated, and include the following benefits: Medical, Vision, Dental, Life and AD&D insurance, 401(k), Vacation and Sick leave, paid Holidays, Employee Assistance Plan plus more!

■ DENTAL

Position: DENTALHYGIENIST(0.6FTE-24hrs/wk)
Closes: Open Until Filled

Graduate of a Dental Hygiene Program. Current WA State Dental Hygiene license. Minimum five (5) years experience as a Dental Hygienist. Current Basic Life Support (BLS) certification required. Experience and/or ability to work with an electronic health record system.

Position: PEDIATRIC DENTIST (Part-time)

Closes: Open Until Filled

Graduate of an accredited school of dentistry and successful completion of a pediatric residency program. Current WA State Dentist license. Must have current registration with the Drug Enforcement Administration (DEA) and have a National Provider Identifier (NPI) number. Experience and/or ability to work with Electronic Health Records Systems. Current BLS and PALS certification required.

■ KWAWACHEE COUNSELING CENTER

Position: COUNSELOR II or III

Closes: Open Until Filled

Master's Degree in Human Services or Behavioral Health field. Experience and/or ability to work with electronic health record systems. Current BLS certification. In addition, must meet one of the Counselor II or III requirements below.

COUNSELOR II: In addition to the requirements above, must have a current **Washington State Associate license** as a Mental Health Counselor, Social Worker,

or Marriage and Family Therapist and at least one year experience in the behavioral health field providing direct counseling services to individuals, families and groups.

COUNSELOR III: In addition to the requirements above, must have a current **Washington State license** as a Mental Health Counselor, Social Worker, or Marriage and Family Therapist and at least three years of experience in the behavioral health field providing direct counseling services to individuals, families and groups.

■ MEDICAL

Position: MEDICAL ASSISTANT (Entry level)

Closes: Open Until Filled

Graduation from an accredited program for Medical Assistants and successful completion of an externship program. Must have a current Medical Assistant Certificate license with the State of Washington. Current BLS certification required. Experience and/or ability to work with an Electronic Health Records system.

■ TREATMENT CENTER

Position: PREVENTION/INTERVENTION SPECIALIST

Closes: Open Until Filled

BA/BS in a related field required. Current Chemical Dependency Professional (CDP) certification required. Two years' experience, within last 48 months, providing addictions, alcohol and chemical dependency counseling with a minimum of six months working with high-risk youth in a school setting. Current BLS certification and valid WA State Driver's License. Demonstrable experience in planning and project coordination for events that included 50 or more participants. Knowledge of process improvement, budget management and project management tools required. Demonstrable proficiency with print-

ing processes and graphic design programs such as Adobe Creative Suite, Power Point, Excel, Word, Visio and Project required. Experience and/or ability to work with electronic health records/practice management systems.

HOW TO APPLY: A PTHA employment application must be completed and submitted for each position applied for by 5 p.m. on the closing date. *PTHA is an Equal Opportunity Employer while practicing Native hiring preference according to law.*

Continuous recruitments for which a closing date is not listed may close at any time. Positions may be added or deleted at any time. All listed positions require applicants to acknowledge and sign a background check. For application forms and information on job openings, contact:

Puyallup Tribal Health Authority
Human Resources Department
Phone: (253) 593-0232, Ext. 516
Fax: (253) 593-3479 Job-line: (253) 593-0101
2209 East 32nd Street Email: HR@eptha.com
Tacoma, WA 98404 Website: www.eptha.com

Due to the large number of applications that may be received, not everyone who applies for a vacant position will be contacted or interviewed. Only those applicants who have been interviewed will receive notification when the position is filled or closed. PTHA is a tax exempt, non-profit organization.

Sign up for our **email notification** to stay up to date on PTHA's job announcements. Follow the directions below to **sign up** and be notified every two weeks of PTHA's current job announcements.

- Go to www.eptha.com.
- Click on the employment tab on the website.
- Bottom of page, click on: "Click here to join our job announcement email list."
- Complete the required information on the page.
- Click on "subscribe to list" button at bottom of page.

TOSH

from page 5

"Any employee of the tribe who has access to a job site will be required to attend OSHA training, and with Tribal Council's support and buy in, I am sure this will include them," Skip said, "If they want to go visit job sites, they need to go through this so they know how to recognize dangers and hazards." Recognition of hazards is the first step in preventing an accident, and it would be a tragedy if any one of our people, employees, or community were hurt.

The Puyallup Tribe is on the forefront in establishing its own TOSH department, as most tribal nations do not have their own TOSH code. Kimberly Turnipseed is one of approximately six Native American OSHA trainers in the country. She has a strong background in construction — her father owned a construction company her whole life — so she is well versed in the management end of the field. Having put in a good number of years working with the Tribe's

Project Management Group and with TERO, it was a natural move for her to head up the TOSH department. She earned her trainer's certification from the University of Washington OSHA Education Center.

Skip Laugharn's experience complements Kimberly's in that he is seasoned in jobsite experience, doing construction work for 22 years and having been involved in a wealth of Project Management Group enterprises on and off the reservation — from remodeling the casinos to 32nd Street bridge and road improvements and much more.

"I've seen it all, done it all, been through it all and that's the reason why I'm her right hand man because I know what goes on out there," he said. During trainings, he gives real-life scenarios of things that he's seen or been through and shows classes how to properly use safety equipment like harnesses and tethers. Kimberly presents statistics concerning workplace injuries and fatalities and shows training videos, some of which are graphic in nature, to impress upon the students the seriousness of what

can happen at a jobsite if all safety measures aren't respected. Kimberly said that even experienced contractors who have been doing the work for years can have an accident with deadly consequences if he or she doesn't pay attention to what they're doing and do it by the book.

"A lot of times it's due to that thought of, 'I can cut this corner just one more time'..." We teach them that safety is first and foremost on any job site. We want everyone to go home to their families at the end of the day. We don't care what color your skin is, it has nothing to do with tribal or non-tribal, we want everybody home at the end of the day," she said.

Puyallup TOSH aims to be an influence on other tribes as well. "We want to help other tribal nations set up their own departments so they can all be internalized and handle things within their own ranks, just like we want to do here as we slowly take away the laws from the feds and make our own," Kimberly said. "We are our own government and we are taking back our jurisdiction and our sovereignty."

OSHA 10 & OSHA 30

Is now being offered by the
Tribal Occupational Safety &
Health Department

This class is beneficial to anyone working construction, maintenance, facilities, landscaping, clean-up crews and administration employees that manage projects.

NEXT TRAINING:

OSHA 10:

March 29-30, 9 a.m. to 4 p.m.

May 3-4, 9 a.m. to 4 p.m.

OSHA 30:

April 16-20, 9 a.m. to 5 p.m.

Please contact Kim Turnipseed at 253-778-3696 or Skip Langharn at 253-328-3205 to register.

Workplace Safety