



White Earth Reservation Tribal Council

P.O. Box 418
White Earth, Minnesota 56591
Tel. (218) 983-4646
Fax (218) 983-4343

White Earth Reservation Tribal Council Job Announcement

Position: Behavioral Health Urban Maintenance Worker Coordinator
Location: Minneapolis
Pay: \$11.66/hr

Open: 09-11-17
Close: 09-22-17
Status: Full-Time

The White Earth Reservation Tribal Council is seeking qualified candidates to provide maintenance, custodial and grounds keeping services at the Urban Behavioral Health Urban in order to ensure the facility, equipment, and grounds are well maintained, functional, and safe.

- Perform routine preventative maintenance to ensure that facilities continues to run smoothly.
- Perform routine custodial services to ensure a clean, safe environment for clients, staff and guests.
- Perform grounds keeping services to present professional image and safe environment of center.
- Performs Inventory and requests janitorial supplies and equipment.
- Performs other duties and responsibilities as required or assigned.

Knowledge, Skills and Abilities:

- Knowledge of building and grounds maintenance procedures, heating equipment, cleaning and maintenance equipment.
- Skilled to make adjustments to building equipment to maintain a comfortable work atmosphere.
- Ability to perform routine maintenance on equipment and evaluate what repairs are needed to be made.
- Knowledge of relevant equipment, policies, procedures, and strategies to promote effective safety operations for the protection of staff and Tribal property.
- Skilled to make adjustments to building equipment and evaluate what repairs need to be made.
- Ability to install equipment using wiring diagrams and blueprints to meet equipment specification.
- Ability to work cooperatively within a group to make the work of the group successful and effective.

Qualifications include:

- High School diploma or G.E.D. and two (2) years direct experience in general maintenance repair.
- Class C Boilers License.
- Must be over age (18), mature, healthy adult who is able to carry out the duties as assigned.
- Must be free of chemical use problems for at least one (1) year immediately preceding their hiring and must sign a statement attesting to that fact and freedom from chemical use problems must be maintained during employment.
- Must pass a criminal background check and drug screening.
- Valid MN Driver's License and insurance for travel between sites and other business related destinations.

Send applications to:

White Earth Tribal Council
Attn: Personnel
P.O. Box 418
White Earth, MN 56591

Download applications at www.whiteearth.com

EEO with Native Preference

*A Drug Free Workplace – Tests for alcohol and illegal drug use may be required prior to and during employment
Background Checks performed*

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SECRETARY-TREASURER
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DISTRICT II
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DISTRICT III
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