



Spirit Lake Tribe  
P.O. Box 359  
Fort Totten, North Dakota 58335  
[karenj@spiritlakenation.com](mailto:karenj@spiritlakenation.com)

<b>Job Title:</b>	Operator	<b>Open Date:</b>	January 8, 2020
<b>SLT Program:</b>	Sioux Utilities	<b>Close Date:</b>	January 22, 2020

**Position Summary: The Operator performs skilled and semi-skilled work in the maintenance and repairs of machinery, equipment, lagoons, and sanitary sewer lines, lift stations, grounds and performs the field collection of treated sewage.**

**Job Responsibilities:**

- Record meter readings at lift stations. Clean lift station baskets daily and record level of wet well at time of lift station check.
- Operates lawnmower, backhoe, sewer jetters and chainsaw. Cut all grass around lift stations and trim edges. Must be able to safely operate the backhoe, preferred experience of five + years.
- Must repair fencing as needed to keep out un-authorized people from lift stations and lagoons.
- Must be able to operate sewer jetter for sewer maintenance, and portable sewer snakes for unplugging business service lines. As well as home sewer service lines tied to sewer mains.
- Responsible for the maintenance of the area around the lagoons, such as mowing and cutting the trees.
- Applicant must have the ability to obtain class 01 wastewater treatment certifications, or already have the certification, or must be done within one year of hire date.
- Lift manholes lids, cleans manholes, pulls pumps and cleans trash baskets in lift station.
- Will be required to be on call in the event of an emergency with sewer system.
- **Applicant must pass pre-employment drug test and will be drug tested regularly. Must be able to perform tasks unsupervised.**

**Knowledge, Skills, and Abilities:**

- High school diploma or equivalent.
- Minimum of five yrs. experience in equipment maintenance.
- Must have the ability to perform heavy manual labor for extended periods under adverse weather conditions.
- Must possess and maintain a current, active and unrestricted ND driver's license through course of employment, insurable under SLT driving policy.
- The employee must be able to frequently lift or move up to 150 lbs.

<b>Job Location:</b>	Spirit Lake Tribe Water Resource Bldg.	<b>Company Industry:</b>	Sioux Utilities
<b>Job Role:</b>	Administrative Staff		

<b>Employment Status:</b>	Full- time	<b>Supervision</b>	Under the supervision of the Spirit Lake Sioux Utilities Director
<b>Monthly Salary Range:</b>	DOQ	<b>Manages Others:</b>	No
<b>Number of Vacancies:</b>	One	<b>Other:</b>	
<b>Please Send Application to:</b>			
<b>Name:</b>	Spirit Lake Tribe Human Resource Department	<b>Email:</b>	<a href="mailto:ndemarce@spiritlakenation.com">ndemarce@spiritlakenation.com</a> or <a href="mailto:normar@spiritlakenation.com">normar@spiritlakenation.com</a>
<b>Address:</b>	P.O. Box 97	<b>State</b>	North Dakota
<b>City:</b>	Fort Totten	<b>Zip/Postal Code:</b>	58335
<b>Phone:</b>	701-381-0204 or 701-381-0635	<b>Fax:</b>	701-766-1272
<b>Application Procedure</b>	Complete application/Completed resume/Application materials must clearly explain how experience and education are related to minimum qualifications and job duties. Copy of Credentials /License/Copy of college transcripts/copy of valid driver's license/Names, addresses, phone numbers and permission to contact three references/If seeking Indian Preference a copy of Tribal Enrollment must be attached/ If seeking Veteran's preference must include Form DD214/Authorization signature will be required for background check and drug testing.		