



BIG PINE PAIUTE TRIBE OF THE OWENS VALLEY
Big Pine Paiute Indian Reservation

BIG PINE PAIUTE TRIBE is seeking applications for:

Solid Waste Technician: \$10 - \$14/hr Depending on Experience, 32 hrs/wk, w/benefits (prorated).

DUTIES INCLUDE: Maintain the Tribe's recycling program, by collecting, sorting, and appropriately removing recyclables from the Big Pine Indian Reservation; Developing and implementing educational materials promoting solid waste and recycling; Coordinating events with an environmental emphasis, such as Earth Day; assisting other Environmental Department personnel; and other tasks as assigned.

MINIMUM QUALIFICATIONS: High school diploma; Physical ability to load and unload a truck bed; Basic computer skills; Demonstrated effective communication skills and strong work ethic, Commitment to environmental protection; Self-motivated. Must possess a valid CA driver's license and pass a drug/alcohol test.

RELATED EXPERIENCE: College coursework in environmental science; Work experience in a similar position; Program or event organization skills.

SEE ATTACHED FOR FULL JOB DESCRIPTION

Indian Preference will apply according to the **Tribal Employment Rights Ordinance**, Title 25, U.S. Code Section 472 and 473.

First review of applications will be **October 9, 2018**, at 5 p.m.; position will remain open until filled. Full Job Description and Applications are available at the Big Pine Tribal Office, 825 S. Main St., Big Pine, CA, (760) 938-2003, or at www.bigpinepaiute.org. For inquiries, please contact Sally Manning, Environmental Director, ext. 233.

**Big Pine Paiute Tribe of the Owens Valley
Job Description**

POSITION TITLE: Solid Waste Technician
SALARY RANGE: \$10 - \$14.00/Hr., depending on experience
STATUS: 24-35 hours/week, depending on work plans and funding availability
SUPERVISOR: Environmental Director

GENERAL STATEMENT OF RESPONSIBILITY: Under the direction of the Environmental Director, the Solid Waste Technician will be responsible for maintaining the Tribe's recycling program, removing solid waste from the Big Pine Indian Reservation, developing and implementing educational material and events promoting solid waste and recycling, and other tasks as assigned.

JOB DUTIES: Duties will include but not be limited to the following:

1. Collecting, weighing (if needed), sorting, and properly managing recyclables, including household recyclables, appliances, electronics and other items that should not go to a landfill;
2. Maintaining the Tribal Recycling Center;
3. Acquiring expertise in local and state rules and regulations regarding recycling and waste management;
4. Developing outreach materials to educate and promote proper solid waste management within the Big Pine Tribal community;
5. Planning and coordinating solid waste-related activities and events such as for Earth Day, tire amnesty days, household hazardous waste collection, swap meets, etc.;
6. Tracking and reporting program accomplishments;
7. Other duties as assigned.

MINIMUM QUALIFICATIONS:

1. High School graduate.
2. Ability to perform movements needed to load and unload a truck bed, such as to lift and carry up to 50 pounds, walk, bend, squat, stretch, and twist.
3. Ability to work outdoors under conditions of summer heat, winter cold, wind, and rain.
4. Demonstrate a dedicated work ethic and commitment to environmental protection.
5. Willingness and ability to attend occasional community meetings or events during evening/week-end hours, out-of-town meetings, conferences and training sessions.
6. Have a respect for the Paiute culture and honor a commitment to confidentiality in the retention and dissemination of work-related information
7. Must possess basic computer skills, such as word processing, email, and basic spreadsheets.
8. Ability to work effectively with Tribal leaders, staff and associated agencies.
9. Must possess a valid California driver's license and be insurable under the Tribe's vehicle insurance.
10. Must pass pre-employment and random drug screening.

RELATED EXPERIENCE:

1. Work experience with recycling and/or solid waste.
2. College courses in environmental science.
3. Experience developing and implementing projects or programs.
4. Excellent computer, writing, and communication skills.

INDIAN PREFERENCE: Tribal Employment Rights Ordinance will apply. Indian preference in filling vacancies will be given to qualified Indian candidates per Title 25, US Code Sec. 472 and 473.