



# Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

*'Working together as one to Preserve, Promote and Protect our Sche Lang en'*

## **JOB ANNOUNCEMENT**

**JOB TITLE:** Gravel Enhancement Specialist  
(LNR) Substrate Enhancement Project

**OPEN:** November 8, 2019

**EXEMPT:** No

**SALARY:** \$17.00-\$19.00 Grant Funded

**SHIFT:** Day & evenings (High Tides)

**LOCATION:** Shellfish Hatchery

**DURATION:** 40 hrs/week

**Grant Ends 06/30/20**

**CLOSES:** November 25, 2019

**JOB CODE:**

**DIVISION:** LNR

**DEPARTMENT:** Shellfish

**SUPERVISOR:** Enhancement Manager

**VACANCIES:** 1

**JOB SUMMARY:** Hatchery produces Manila Clams and Oyster seed annually for enhancing tribal tidelands. It also produces and sells geoduck seed for the tribal revenue and is in operation 365 days a year. This Position requires the ability to work flexible hours; assist with the supervising the Substrate Enhancement Project and other duties as needed; maintain an organized and clean area to ensure a safe working environment; ability to work independently; and ability to operate: Forklift, Skip Loader, High Powered Fire-Hose Pump, Tractor, and work vessel. The incumbent in this position will be under the direction of the Enhancement Manager & Hatchery Manager.

**ESSENTIAL JOB DUTIES AND RESPONSIBILITIES** include the following, and other related duties as assigned.

1. Assist with supervising crew as needed (2-3 Staff)
2. Maintain all equipment for Gravel Enhancement Project.
3. Assist with Cleaning and maintaining vessels and heavy operating equipment.
4. Keep work stations clean and organized.
5. Report to work on time **(Tides won't wait for you).**
6. Assist with loading barge with gravel.
7. Assist with distributing gravel at the designated enhancement sites.
8. Operate vessel(s) and heavy equipment as needed.
9. Clean and maintain loading site and gravel stock pile site.
10. Assist with keeping weekly records of gravel distribution sites.
11. Assist with monthly gravel enhancement reports.
11. Assist in other shellfish enhancement operations as required.

### **MINIMUM QUALIFICATIONS:**

- High School Diploma or GED
- 5 years experience operating heavy duty hoists, forklifts, tractors, fire-hose pump, work vessels, and various power tools.
- Must possess a valid Washington State Driver's License and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

### **KNOWLEDGE, ABILITIES AND SKILLS:**

- Aquaculture training or experience in hatchery operations
- Ability to keep and update records weekly using Excel and Microsoft Word.
- Ability to climb ladders and have physical agility.
- Ability to operate and maintain power tools.
- Ability to lift 70 pounds
- Ability to work long hours, weekends, and holidays under difficult conditions.
- Ability to pay particular attention to effective utilization of time during regular working hours and the ability to meet task objectives in a timely fashion.
- Ability to repair equipment used for growing shellfish, have experience in carpentry, plumbing, and fiberglass work.

**REQUIREMENTS:**

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- Position requires extensive Criminal Background Check.
- Must maintain strict confidentiality at all times.
- This position is essential for the effective management of treaty rights fisheries and may be eligible for federal income tax exemption pursuant to Section 7873 of the Internal Revenue Code.
- Position is grant funded that will end on **June 30, 2020**. If additional funding is received this position will need to be reviewed for grading purposes

**TO APPLY:**

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobsNow.php> or request by e-mail [libchr@lummi-nsn.gov](mailto:libchr@lummi-nsn.gov) For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.