



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB POSTING

Open

Opening Date: 01/07/2019

Closing Date: 01/22/2019

Position Title: Night Watchman Counselor

Department: Tule River Alcohol Program

Work Schedule: Varies /Full-Time/ Overtime Eligible

Wage Rate: Pay Range 16: \$11.59- \$14.83 /HR/ Overtime Eligible

If you are interested in this position, please submit the following:

- Completed Application
- If claiming Tribal Preference please provide proof of Tribal Identification
- If claiming Veteran's Preference please attach DD214

All requested information must be in the Tribal Administration Human Resources office by 5:00PM on the closing date. *Incomplete applications or failure to submit the requested information will result in the disqualification of your application.*

Submit To:

Human Resources

Tule River Indian Tribe of CA

340 N. Reservation Rd.

Porterville, CA 93257

E-mail: Teresa.Ceballos@tulerivertribe-nsn.gov

IN-HOUSE APPLICANTS MUST SUBMIT AN APPLICATION TO THE HUMAN RESOURCES DEPARTMENT FOR ANY JOB OPENING(S) THEY ARE INTERESTED IN.



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB DESCRIPTION

POSITION: Night Watchperson
Counselor (Uncertified)

WORKSITE: Tule River Alcoholism Program
Porterville, CA 93257

GENERAL POSITION DESCRIPTION

The TRAP Night Watchperson Counselor shall be responsible for treatment implementation. Night Watchperson Counselor will provide guidance to clients.

DUTIES AND RESPONSIBILITIES:

1. Provide crisis intervention service.
 2. Observe client safety on an hourly basis.
 3. Report any problems to supervisor.
 4. Maintain confidentiality.
 5. Operate the service vehicles.
 6. Maintain security of building hourly.
 7. Other duties as assigned.
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QUALIFICATIONS:

1. Must be empathetic and supportive of the programs goals.
 2. In-depth knowledge of American Indian Culture.
 3. Basic knowledge of Alcohol and Drug addiction.
 4. Ability to supervise clients.
 5. Preference of own transportation.
 6. Must possess a valid California Drivers License and be insurable through the Tribe's insurance.
 7. Must successfully complete a pre-employment drug/alcohol screen and background screen.
 8. If previously employed within the Tule River Indian Tribe of California entities, you must have acceptable work history.
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WORKING CONDITIONS:

Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement and fine coordination in preparing reports using a computer keyboard. Additionally the position requires near and far vision in proofreading correspondence and work related documents. Acute hearing is required when providing phone assistance. This

job also will require the use of a vehicle, and an employee must be able to have those repetitive motions and coordination associated with operating a motor vehicle.

This position reports to: Program Director

Position supervises: None

Salary Range: Range 16: \$11.59-\$14.83/Hour
Paid Bi-Weekly/ Overtime Eligible

Hours: Varies /Full-Time/ Overtime Eligible

Benefits: Medical, Dental, Vision, Flexible Spending Plan, PTO & 401(K)
Participation.

PREFERENCE IN FILLING VACANCIES IS GIVEN TO QUALIFIED INDIAN CANDIDATES, IN ACCORDANCE WITH THE TULE RIVER INDIAN PREFERENCE ORDINANCE; VETERAN PREFERENCE