

**\*\*Job Announcement\*\***  
**Temporary On-Call Road Maintenance Assistant**

**POSITION:** Temporary On-Call Road Maintenance Assistant  
**POSTING DATE:** February 13, 2017  
**CLOSING DATE:** February 21, 2017  
**SALARY:** \$10.00/Hour  
**LOCATION:** CDC Building  
**SUPERVISION:** Michael Marquardt, Lead Driver/Crew Supervisor  
**ADMINISTRATION:** Lac Courte Oreilles Band of Lake Superior Chippewa Indians  
Tribal Code of Law

**Position Summary:**

The purpose of this position is to perform on-call road maintenance; including snow removal, and other equipment operation, in support of road maintenance for the Lac Courte Oreilles Tribe. Has the potential to become full-time employment.

**Qualifications:**

1. Must have and maintain valid WI Driver License, Class A, CDL.
2. Must be at least 18 years of age.
3. Shall be familiar with operation of Heavy Equipment.
4. Must be familiar with area.
5. Must have high school diploma or equivalent.
6. Tribal preference applies.
7. Must be willing and able to work flexible days and hours as required.
8. Must submit to drug and alcohol testing at any time.

**Duties and Responsibilities:**

1. Operates snowplow and sanding/salting truck to remove ice and snow from roads and assigned areas, which require early morning starts, extended hours, and weekend duty including holidays.
2. Shovel snow, and other duties as assigned related to roads maintenance.
3. Performs routine equipment maintenance/repair tasks such as changing vehicle fluids, fueling, greasing, etc.
4. Inspects equipment on regularly scheduled basis. Complies with safety precautions.
5. Follows all safety rules, policies, and regulations. Able to work independently with minimal supervision.
6. Perform other duties as assigned.

**Physical and Mental Abilities Required to Perform Essential Job Functions:**

1. Ability to explain, demonstrate, and clarify to others within established policies, procedures, and standards, as well as ability to follow specific instructions and respond to requests from others.
2. Ability to operate various communication devices including telephone, fax, and two-way radios.
3. Ability to communicate effectively with department, other Tribal and township personnel as well as the general public.

**Physical Requirements:**

1. Ability to operate equipment and machinery requiring monitoring multiple conditions and making multiple, complex, and rapid adjustments, such as snowplow, sander, dump truck, tractor, front end loader, drill press, welder, common hand and power tools, welder/cutting torch, snow blower, chain saw, hydraulic jacks, shovel, ax, brooms, and forks.
2. Ability to coordinate eyes, hands, feet, and limbs in performing highly skilled movements such as operating heavy equipment.
3. Ability to exert moderately heavy (up to 50 pounds) physical effort in moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.

**Work Environment and Adaptability:**

- Ability to work under moderately safe and comfortable conditions where exposure to environmental factors such as temperature variations and extremes, odors, toxic agents, noise, vibrations, machinery, wetness, electrical current, vehicular traffic and/or dust, may cause some discomfort and where there is risk of injury.

**Application Procedure:**

Submit a complete LCO Employment Application, at least three (3) letters of recommendation, and proof of any stated qualifications. **Tribal members must provide a signed official document from a federally recognized Tribe acknowledging enrollment**, to:

**Lac Courte Oreilles Tribal Government  
ATTN: Human Resources Department  
13394 W Trepania Road  
Hayward, WI 54843**

*Preference will be extended first to Lac Courte Oreilles Tribal Members, to other American Indians then all other qualified applicants who meet the minimum qualifications of the position. This is in accordance with the Lac Courte Oreilles Band of Lake Superior Chippewa Indians Tribal Code of Law.*