



Pride of the Ojibwe

13394 W Trepania Road
Hayward • Wisconsin • 54843

Phone (715) 634-8934 • Fax (715) 634-4797 • HR Fax (715) 699-1209

Job Announcement

Position: Fish Hatchery Technician
Salary: \$16.00/hour
Location: LCO Conservation/ LCO Fish Hatchery
Supervision: Fisheries Biologist/Hatchery Director
Department: LCO Conservation
Administration: LCO Tribal Government Policies and Procedures

Position Summary:

The Fish Hatchery Technician is responsible for assisting in the preparation of the hatchery facility and equipment for spring production. Technicians provide light maintenance on equipment during the production year. Hatchery technicians assist the Hatchery Director with updating inventory annually and maintaining the hatchery grounds. Under Fish Hatchery Director supervision, technicians assist in obtaining eggs, incubating and hatching them, stocking fry into the locations approved by the Director, monitoring and maintaining proper water conditions for incubation and pond rearing, getting forage for the rearing ponds. Technicians assist with emptying ponds in the fall, assist with stocking, and carrying out other related duties, as assigned by the Hatchery Director.

This position is seasonal in nature and subject to annual lay-off, at the discretion of the Director. Also, due to the seasonal nature of the work, the technician must be able to complete work properly and in a timely fashion on a consistent basis. Evening, weekend, and night work will be required at times. Employment may require working in inclement weather conditions.

QUALIFICATIONS:

- High School Graduate/HSED/ GED; or
- A minimum of two (2) years' related experience.
- Self-Motivated and detail oriented with strong analytical and problem-solving skills
- Effective technical oral and written communication skills are required.
- Must be able to work weekdays and/or weekends, in all weather conditions.
- Must have a Valid Driver's License and Reliable Transportation.

**LCO Tribal Government
Human Resources Asst
Fish Hatchery Tech**

- Must be able to pass a Criminal Background Check and pass a Pre-Employment Drug Screen.

RESPONSIBILITIES AND DUTIES:

- Assist in the springtime preparation of the hatchery facility.
- Summer maintenance on the grounds and equipment during the production year and before storing.
- Provide the Hatchery Director with an updated inventory list annually.
- Under the supervision of the Hatchery Director, technicians are responsible for assisting in fish egg collection, incubating and hatching fry and helping stock them in identified lake locations.
- Monitoring and maintaining proper water conditions for incubation and pond Rearing.
- Getting forage for the rearing ponds.
- Keeping the director informed of operations
- Assisting with fisheries management work as directed
- Assisting with emptying ponds in the fall and helping stocking, if needed
- Carrying out other related duties, as assigned by the hatchery director
- Complete work properly and in a timely fashion, on a consistent basis
- Foster positive working relationship with coworkers, supervisors, and other agencies
- Perform light maintenance of facility, including net repair

Application Procedure & Requirements:

1. **Completed LCO Employment Application, including Release and Authorization form (included in application)**
2. **Cover Letter (Letter of Interest)**
3. **Resume**
4. **At least three (3) letters of Referral (Recommendations)**
5. **And any other supportive documents**
6. **Tribal Member applicants must provide a signed official document from a federally recognized Tribe acknowledging enrollment.**

MAIL, FAX OR EMAIL ALL INFORMATION TO:

**Lac Courte Oreilles Tribal Government
ATTN: Human Resource Department
13394 W Trepania Road
Hayward, WI 54843
Fax (715) 634-4797
HR Fax (715) 699-1209
doreen.debrot@lco-nsn.gov
caroline.yellowthunder@lco-nsn.gov
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***Tribal preference will apply to qualified applicants in accordance with the
Lac Courte Oreilles Policies & Procedures Manual.***