

Construction/Maintenance Director

Reports to: Tribal Chairman
Location: Happy Camp Administration Office
Supervises: Maintenance/Motorpool Supervisor
Salary Range: \$50,000 to \$60,000, depending on experience
Classification: Full Time, Regular, Exempt, Non-Entry Level

Summary: The Construction/Maintenance Director shall be responsible for oversight and administration for all construction activities including new construction, site planning, infrastructure development, Tribal Roads construction and contract monitoring. Shall provide oversight for all Maintenance and Motorpool projects and activities.

1) What are your typical job responsibilities?

Crew schedules, safety awareness, budget control and paperwork, purchasing supplies, trouble shooting, building new construction/rehab work monitoring and inspecting, setup and supervise cultural monitoring, road construction/repair monitoring and inspecting.

2) How do really spend your day?

Get up between 4 and 5 AM, start work at 6 AM. Check messages on phone/email, check weather forecast. Discuss crew schedule/needs with Maintenance Supervisor. Leave shop by 6:30 AM to be on site of new construction in Yreka. Start daily paperwork, record activity, number of sub contractors, number of employees on site, equipment on site and address with general contractor. Discuss problems/solutions and future schedule. Discuss any new submittals and answers to previous submittals. Monitor/inspect the days activity. Drive back to Happy Camp and deliver samples/submittals to Housing and KTOC. Troubleshoot maintenance/TCCC crew's daily problems. Be home hopefully by 3:30 PM!

3) How do you organize your day?

Planning, written schedules, constant communication with staff and contractors.

4) What education/career paths lead you to this position?

The Karuk Aboriginal Territory is home to me, is home for my parents, and was home for my grandparents and ancestors back for literally thousands of years. If possible I chose to stay here.

5) Uppers; what is the thing you love most about your job?

First of all, "love" is not a word I would use to describe a job or work. I do enjoy any opportunity to interact with Tribal Elders. I do achieve a level of satisfaction knowing that I have had some input and practical application with and to most of our tribal holdings, land, and buildings.

6) Downers; what is the thing you love least about your job?

Things that have a negative impact on my job are things I won't dwell on but will do my best to overcome.

7) What inspires/excites/motivates you about your job?

Answered in question 5.

8) What does your average week schedule look like?

Present schedule is from 9 to 10 hour days making for a 45 to 50 hour work week. Average 4 meetings a month which are management team, pre-bid, bid, pre-construction, construction, and other meetings that might require maintenance or construction information.

9) How do you relieve stress?

Time away from my job, hunting, fishing, hiking, motorcycle riding, and traveling in Northern California and Southern Oregon.

10) Does your job include a lot of traveling?

My position does require quite a bit of travel within the Tribal holdings. Just part of the job, no pros or cons.

11) What advice would you give to someone interested in this line of work?

To have patience and moderation.