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**Karuk Community Health Clinic**

64236 Second Avenue  
Post Office Box 316  
Happy Camp, CA 96039  
Phone: (530) 493-5257  
Fax: (530) 493-5270

**Karuk Tribe****Administrative Office**

Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

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**Karuk Dental Clinic**

64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

## Vacancy Announcement

(Internal Posting)

- Title:** Water Resources Technician I
- Reports To:** Water Quality Manager, or designee
- Location:** Department of Natural Resources, Somes Bar, California
- Classification:** Nonexempt, Full-time, Regular
- Salary:** \$15.50-\$19.04 per hour, depending on education, experience, qualifications, time served in an equivalent capacity and funding availability

**Summary:** The Water Resources Technician I receives direct supervision from the Water Quality Manager as assigned, in all tasks related to the Karuk Tribe Water Quality Program. The Water Resources Technician I will be responsible for select Water Quality Program tasks to enhance the quality of water flowing into and from the Karuk Tribe's Ancestral Territory. This position may serve in the capacity of Natural Resources Technician I, as needed and when qualified, so long as efficiencies in operations can be maintained.

**Application Deadline: January 31, 2023 by 5:00 pm**

Applications are available at all Tribal Offices or on the Internet at [www.karuk.us](http://www.karuk.us). The Karuk Tribe's **(TERO) Preference and Drug & Alcohol Policy** apply.

If selected applicants must successfully pass a drug screening test and be willing to submit to a criminal background check.

Job descriptions are available online at: [www.karuk.us](http://www.karuk.us) or by contacting the Human Resources Department, Telephone (530) 493-1600 ext. 2043, Fax: (855) 437-7888, Email: [Humanresources@karuk.us](mailto:Humanresources@karuk.us)

## **POSITION DESCRIPTION**

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**Responsibilities:**

1. Shall collect and process water quality samples in and areas surrounding Tribal water bodies according to Tribal Quality Assurance procedures.
2. Shall clean, calibrate, and maintain water quality instruments.
3. Shall deploy and retrieve continuous water quality samplers.
4. Shall assist in data entry.
5. Shall perform data management tasks, utilizing such software as Excel, Access, and Word to input and display water quality data.
6. Shall participate in other water quality monitoring, projects, and research in accordance with proper quality assurance and quality control.
7. Shall be available for local and out of the area travel as required.
8. Shall attend all required meetings and functions as requested.
9. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

**Qualifications:**

1. Demonstrated knowledge and experience in natural resource processes.
2. Demonstrated ability to manage time well and work under stressful conditions with an even temperament.
3. Demonstrated ability to work independently and maintain grant-related time schedules.

4. Demonstrated the ability to respond effectively to unforeseeable complications in the performance of assigned duties.
5. Demonstrated ability to drive long distances, work in inclement weather conditions, and lift heavy work equipment (up to 30lbs).
6. Displayed the ability to establish and maintain harmonious working relationships with other employees and the public.
7. Demonstrated ability to work effectively with Native American people in culturally diverse environments.
8. Demonstrated ability to understand and follow oral and written instructions.

**Requirements:**

1. Education and/or experience
  - a. High school diploma or equivalent; or
  - b. An equivalent combination of education and related experience will be considered for all grades.
2. Must be responsible for using safe work practices, for following directives, guidelines and procedures and for assisting in maintaining a safe and secure work environment.
3. Must be familiar with Word, Excel, and Access software.
4. Must possess valid driver's license, good driving record, and be insurable by the Tribe's insurance carrier.
5. Must successfully pass a pre-employment drug screening test and be willing to submit to a criminal background check.
6. Must adhere to the policies and procedures of the Karuk Tribe.

**Tribal Preference Policy:** In accordance with the TERO Ordinance 93-0-01, Tribal preference will be observed in hiring.

**Veteran's Preference:** It shall be the policy of the Karuk Tribe to provide preference in hiring to qualified applicants claiming Veteran's Preference who have been discharged from the United States Armed Forces with honorable and under honorable conditions.

**Review Committee Approved:** November 12, 2021

**Revised:** July 19, 2022, 01/26/2023

**Employee's Signature:** \_\_\_\_\_