

Pascua Yaqui Tribe
Human Resources Department
Job Summary



7474 S. Camino de Oeste
Tucson, Arizona 85757
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FAX: (520) 883-5036
www.pascuayaqui-nsn.gov
JOBLINE: (520) 879-5627

December 21, 2015

NOTE: To ensure consideration, apply within the first 5 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

Department	Position	Status	Salary
Education- Community & Adult Education (Guadalupe)	Adult Education Instructor (Part-time)	Open Until Filled	\$16.46 per hour
Education – Community & Adult Education	Adult Education Instructor (Part-time)	Open Until Filled	\$16.46 per hour
Education – Ili Uusim Mahtawapo	Assistant Cook (Temporary)	Open Until Filled	\$8.73 per hour
Education	Bus Stop Monitor (On-Call)	Open Until Filled	\$9.62 per hour
Education – Ili Uusim Mahtawapo	Family Engagement Coordinator	Open Until Filled	D.O.E.
Facilities Management	Administrative Support Services Assistant	Open Until Filled	\$10.11 per hour
Facilities Management	Custodian	Open Until Filled	\$9.62 per hour
Finance – Fleet Maintenance	Auto Mechanic	Open Until Filled	\$15.68 per hour
Finance & Operations	Senior Accountant	Open Until Filled	D.O.E.
Finance and Operations/Procurement	Mailroom Clerk	Open Until Filled	\$9.62 per hour
Health/Administration	Deputy Associate Director of Nursing	Open Until Filled	D.O.E.
Health Administration (Guadalupe)	Deputy Associate Director of Nursing	Open Until Filled	D.O.E.
Health/Administration	Health Business Office Specialist	Open Until Filled	\$15.68 per hour
Health/Behavioral Health	Medical Records Clerk	Open Until Filled	\$11.70 per hour
Health/Behavioral Health (Guadalupe)	Outreach Specialist	Open Until Filled	D.O.E.
Health/Behavioral Health – New Beginnings	Licensed Practical Nurse (LPN)	Open Until Filled	\$16.46 per hour
Health/Centered Spirit Program- New Beginnings	Case Manager	Open Until Filled	D.O.E.

Health/Centered Spirit Program/ New Beginnings	Medical Nurse Practitioner	Open Until Filled	D.O.E.
Health/Clinical Services	Program Manager – Diabetes	Open Until Filled	D.O.E.
Health – Community Nursing	Community Health Representative	Open Until Filled	\$13.54 per hour
Health - Nursing (Guadalupe)	Community Health Nurse – LPN	Open Until Filled	\$16.46 per hour
Health – Nursing	Community Health Nurse – LPN	Open Until Filled	\$16.46 per hour
Health/Behavioral Health (Guadalupe)	Case Manager - CSP	Open Until Filled	\$16.46 per hour
Health/Behavioral Health Services/ Centered Spirit Program	Psychiatric Nurse Practitioner	Open Until Filled	D.O.E.
Health	HIM Program Manager	Open Until Filled	D.O.E.
Health/Sewa Uusim	Administrative Program Manager	Open Until Filled	D.O.E.
Health/Sewa Uusim	Care Specialist Systems of Care	Open Until Filled	\$14.22 per hour
Health/Sewa Uusim	Child/ Family Therapist	Open Until Filled	D.O.E.
Health/Sewa Uusim/Systems of Care	Resource Coordinator	Open Until Filled	D.O.E.
Health/Sewa Uusim/Systems of Care	Horse Wrangler (Part-time)	Open Until Filled	\$10.61 per hour
Health/Sewa Uusim-Methamphetamine Youth Program (Guadalupe)	Prevention Coach	Open Until Filled	\$14.22 per hour
Health/Sewa Uusim-Methamphetamine Youth Program	Prevention Coach	Open Until Filled	\$14.22 per hour
Health/Sewa Uusim –Yoeme Kari Group Home	Yoeme Kari Group Home Coordinator	Open Until Filled	\$16.46 per hour
Health Department/Transportation (Guadalupe)	Transportation Supervisor	Open Until Filled	D.O.E.
Health/Managed Care	Clinical Services Coordinator	Open Until Filled	D.O.E.
Health/ Information Management	Health Information Management Specialist	Open Until Filled	\$17.28 per hour
Office of the Attorney General	Assistant Attorney General	Open Until Filled	D.O.E.
Police Department	Communication Operator	Open Until Filled	\$13.54 per hour

Social Services	Workforce Instructor Business & Office	Open Until Filled	D.O.E.
Tribal Courts	Probation Officer	Open Until Filled	\$15.68 per hour

Important Application Instructions:

1. Read the job announcement carefully before you apply for each position. Job descriptions can be obtained in HR Office.
2. Complete and submit one application per each position applied for.
3. Resumes are accepted only with the completed application.
4. Attach copies of proof of the highest level of education achieved.
5. Attach a copy of your Driver's License.
6. Attach proof of Tribal enrollment/spouse of Tribal Member (if applicable).
7. Your application and all supplemental materials become property of the Pascua Yaqui Tribe.
8. Please attach 3 business related reference letters.

Falsification, omission or misstatement of information may immediately disqualify applicant for the position.

WHERE TO APPLY: <http://www.pascuayaqui-nsn.gov/index.php/employment>

PASCUA YAQUI PREFERENCE ACTS OF 2000: Members of the Tribe shall be given absolute preference with respect to hiring and promotions for positions with the Pascua Yaqui Tribe. For persons who meet the above minimum required qualifications preferential treatment shall be based on the following criteria and shall be given in the following:

- 1) Enrolled Member of the Pascua Yaqui Tribe
- 2) Spouses of Enrolled Members of the Pascua Yaqui Tribe
- 3) Enrolled Member of other recognized tribes
- 4) Other applicants.

