

# Organized Village of Kasaan

## JOB ANNOUNCEMENT

**Position:** Tribal Transportation Laborer  
**Department:** Transportation  
**Reports To:** Tribal Transportation Director  
**Location:** Kasaan, Alaska  
**Exempt/Non-exempt:**  
**Hourly Wage:** \$15.74 an hour or DOE  
**Classification:** Full-time, Permanent  
**Open Date:** Until Filled

### Summary:

The Employee will follow direction from his/her immediate supervisor in all areas. Must have strong verbal communication skills, ability to read and write, good eye-hand coordination and the ability to quickly respond appropriately to unexpected events. Perform physical and laborious activities. Employee needs to be able to work without direct constant supervision.

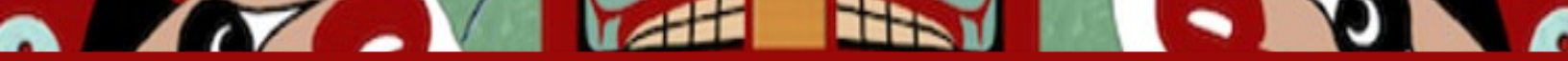
### Essential Duties and Responsibilities:

The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

- Perform maintenance, repairs and laborious duties which may include; cleaning work area and departmental equipment; moving equipment/supplies; cleaning and washing equipment; shuttling parts; maintaining equipment/supplies; operating departmental equipment as authorized and directed; duties may vary according to job assignment.
- Assists in physical tasks whenever/wherever needed.
- Collects materials when daily duties have been completed and maintains accurate inventory of equipment and supplies.
- Perform roadside maintenance tasks such as clearing culverts, digging ditches, weed eating, etc.
- Operates vehicles, and miscellaneous hand tools in accordance with all safety regulations and procedures.
- Some knowledge of heavy construction equipment.
- Follows all safety rules and regulations and practices preventative safety measures.
- Ability to work as a team member.
- Maintain consistent and punctual attendance.
- Performs other duties as assigned.

### Working Environment and Physical Demands:

Most work is performed outdoors at construction sites, maintenance facilities and outside environments with exposure to adverse weather and close proximity to moving equipment. Performing physical demands; able to



stand for long periods of time; strength sufficient to lift, push, pull 20lbs to 100lbs.; Ability to bend, squat, crouch, crawl, kneel; good eyesight and hearing; may be exposed to safety hazards and dangerous tools and equipment.

**Qualifications:**

*Minimum:*

- 18 years of age
- Must have valid driver's license and be insurable.
- Must successfully pass drug and alcohol testing, motor vehicle, education, character, and criminal background checks.

*Preferred:*

- Alaska Certified Flagger
- Commercial Driver's License

To Apply: Please submit Cover Letter, Resume and References showing how you meet the required qualifications to [Director@Kasaan.org](mailto:Director@Kasaan.org) by the closing date posted on this announcement to be considered for this position.

**NATIVE AMERICAN PREFERENCE WILL BE APPLIED TO HIRING OF THIS POSITION AS DEFINED IN TITLE 25, US CODE, CHAPTER 14, SUBCHAPTER V, SUBSECTION 273 AND 274. WE ARE AN EQUAL OPPORTUNITY EMPLOYER WITH PREFERENCE GIVEN TO QUALIFIED NATIVE AMERICAN/ALASKA NATIVE APPLICANTS IN ACCORDANCE WITH FEDERAL LAW AND TRIBAL POLICY.**