



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 10/14/2020

This listing can also be located at www.ho-chunknation.com and is normally updated on Wednesday of each week.

*To be considered for this position(s) you must submit a copy of your degree/certification for education beyond high school.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

BEHAVIORAL HEALTH CLINICIAN 2 (8a-430p)

Closing Date: 10/28/2020

DEPARTMENT OF HEALTH - BEHAVIORAL HEALTH

Location: BARABOO/HOW

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 201014A

Qualifications: Master's Degree in Behavioral Health field (counseling, psychology, social work, etc.), plus license/credentialing; LCSW, PC, or LP Must have a valid driver's license, dependable transportation and proper insurance. Must promote a healthy non-abusive lifestyle. Able to document two years of continuous abstinence if in recovery. Three (3) years Mental Health/Substance Abuse clinical experience. Clinical experience with children, youth, adults and families. Previous experience in working with Native Americans a plus. Working knowledge of domestic violence, trauma, and effect on mental health/addiction treatment. **WORKING CONDITIONS:** The duties of this position are routinely performed in an office setting. Sitting, standing and stooping will occur during the normal provision of services. Occasional travel between offices may be required. Some evening hours may be required to accommodate client's work hours.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

SLOT FLOORPERSON (Varies)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SLOTS

Location: MADISON

Submit: Application

Pay Rate: 12.56

Status: FULL-TIME

Job Code: 201014D

Qualifications: **MUST BE BONDABLE.** High school diploma, GED or in the process of acquiring the same. Must be able to stand for long periods of time, exceeding an 8 hour shift. Must have dexterity in both hands, ability to carry up to 30 pounds. Knowledge of condition codes on machines helpful, but not required. Good communication and public relations skills. Accounting or money handling experience. Ability to read, write and understand English. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

SLOT SERVICE SUPERVISOR (Varies)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SLOTS

Location: MADISON

Submit: Application and Resume

Pay Rate: 18.27

Status: FULL-TIME

Job Code: 201014E

Qualifications: High School Diploma or GED certificate is required. Must have one (1) year of experience in Slot Floor Operations and/or Repair. Must have one (1) year of supervisory experience. Must be bondable and licensable according to tribal policy. Must be proficient in Microsoft Office Applications. Must pass Slot Service Supervisor Test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

SLOT SERVICE TECHNICIAN 2 (Varies)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SLOTS

Location: MADISON

Submit: Application and Resume

Pay Rate: 17.13

Status: FULL-TIME

Job Code: 201014F

Qualifications: High School Diploma or GED certificate is required. A two (2) year Degree in Electronics preferred. Must have six (6) months prior experience as a Slot Service Technician I or higher or equivalent experience in related field. Must be bondable and licensable according to tribal policy. Must pass the Slot Service Technician II test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

MAINTENANCE SPECIALIST (Varies)

Closing Date: 10/28/2020

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-FACILITIES

Location: WITTENBERG

Submit: Application

Pay Rate: 12.56

Status: FULL-TIME

Job Code: 201014B

Qualifications: High School diploma or equivalent. One (1) to Two (2) years of general maintenance experience. Demonstrated working knowledge of electrical, plumbing, HVAC, masonry, and carpentry and grounds. Demonstrated working knowledge of inventory of all units, tools, and materials of real property. Demonstrated working knowledge of techniques involved in inspections, analyzing, and repair of simple to complex maintenance problems. Demonstrated working knowledge of chemical usage, storage, and disposal preferred. Demonstrated working knowledge of personal protective equipment preferred. Must be bondable. Able to work nights, weekends, and holidays as assigned. Must have a valid driver's license, Dependable transportation and proper insurance WORKING CONDITIONS: Smoking environment. All conditions from hot/humid to sub-zero weather. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

RETAIL ASSOCIATE (Varies)

Closing Date: 10/28/2020

DEPARTMENT OF BUSINESS - WHITETAIL-WITTENBERG

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME

Job Code: 201014C

Qualifications: High school diploma or equivalent. No prior criminal record in the past seven (7) years. CPR and Food Safety Certification is required within 6 months of hire. WORKING CONDITIONS: Position is in the convenience store environment. Able to lift a maximum of fifty (50) pounds from floor to shelf. Able to work nights, weekends and holidays as assigned. All conditions from hot/humid to sub-zero weather. Travel for training as necessary.

PREVIOUS POSTINGS - FOR ALL FACILITIES

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

COMMUNITY HEALTH REPRESENTATIVE (1ST SHIFT)

Closing Date: Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: BARABOO

Submit: Application, Resume and Letter of Application

Pay Rate: 11.99

Status: FULL-TIME

Job Code: 200729A

Qualifications: High School diploma or equivalent. Must have and maintain valid driver's license, dependable transportation and proper vehicle Insurance. Must lead a non-abusive healthy lifestyle, alcohol free, substance-free and free of domestic violence. Must attend and pass Indian Health Service CHR Basic Training within one (1) year of hire. Must become certified in CPR and First Aid within six (6) months of hire. Must have least one year of experience in healthcare such as CNA, Home Health, or Personal Caregiver. WORKING CONDITIONS: General office setting in the department facilities as well as individual/family residences or community sites. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, a typical or hostile behaviors and/or communication.

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

SURVEILLANCE AGENT (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF JUSTICE - HCG-WI DELLS-SURVEILLANCE

Location: BARABOO

Submit: Application and Resume

Pay Rate: 14.18

Status: FULL-TIME

Job Code: 200902D

Qualifications: Must possess a high school diploma or equivalent. Must have at least one year of higher education. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be able to obtain a Gaming License. Possession of working vehicle, valid driver's license and proper insurance. Must have some experience in surveillance/military or criminal justice related field, one (1) year preferred. Four (4) years of casino gaming experience will waive surveillance or criminal justice requirement. **WORKING CONDITIONS:** Must have eyesight correctable to 20/20 with no color blindness. Be able to sit for extended periods of time and observe in close quartered areas. Must be able to work flexible hours as required by the Surveillance Department. Be able to work in a low light environment. Be able to work in a smoke filled environment (gaming floor). Be able to observe CCTV monitors for extended periods of time.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

NIGHT AUDITOR (11p-730a)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-HOTEL

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME

Job Code: 200923F

Qualifications: High school diploma or equivalent. Minimum of two-year experience in accounting and bookkeeping; and one-year experience at a hotel front desk and handling cash preferred. Must have good written and oral communication skills. Ability to work varying hours and days (including weekends and holidays). Requires keyboarding, writing, standing, sitting, and walking. Must be bondable. Must have dependable transportation. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

COOK (Varies)

Closing Date:

10/14/2020

DEPARTMENT OF BUSINESS - HCG-WI DELLS-F&B

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME

Job Code: 200930C

Qualifications: High School diploma or equivalent AND 1 – 3 years of appropriate experience preferred. State Bar certificate. Health card required.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

DISHWASHER (Varies)

Closing Date:

10/14/2020

DEPARTMENT OF BUSINESS - HCG-WI DELLS-F&B

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME

Job Code: 200930D

Qualifications: Will train. High school diploma or equivalent desired.

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SOUS CHEF (Varies)

Closing Date: 10/14/2020

DEPARTMENT OF BUSINESS - HCG-WI DELLS-F&B

Location: BARABOO

Submit: Application and Resume

Pay Rate: 18.54

Status: FULL-TIME

Job Code: 200930G

Qualifications: Ensures kitchen equipment and facilities are maintained in safe and sanitary condition. Participates in food cost planning and control administration. Promotes positive public relations. Performs other duties as assigned by supervisor. College degree (may substitute additional experience for degree) 2-4 years of appropriate experience. Strong organization, culinary, and supervisory skills. State Bar certification required. Health card required. Must have a valid driver's license, liability insurance, and dependable transportation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

COUNTER SERVER/CASHIER (Varies)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-F&B

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME/PART-TIME

Job Code: 201007A

Qualifications: Should have experience in work with assembling food products/merchandising. High school diploma or GED

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

LEAD COOK (Varies)

Closing Date: 10/21/2020

DEPARTMENT OF BUSINESS - HCG-WI DELLS-F&B

Location: BARABOO

Submit: Application and Resume

Pay Rate: 14.18

Status: FULL-TIME

Job Code: 201007D

Qualifications: High School diploma or equivalent AND a minimum of 3 years cooking experience with solid background in more than one concept. Good knowledge of all line cooks stations and ability to perform them efficiently. Good communication and motivation skills. State sanitation certification. Must maintain confidentiality.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

CLINIC PHYSICIAN (8a-430p)

Closing Date: Open Until Filled

DEPARTMENT OF HEALTH - HOUSE OF WELLNESS

Location: BARABOO/HOW

Submit: Application and Resume

Pay Rate: DOQ

Status: PART-TIME

Job Code: 200826F

Qualifications: Graduate from an accredited U.S. Medicine and Surgery program with either an M.D. or D.O. degree. Graduate from an accredited residency-training program in a primary care specialty of their choice. Possess or be eligible to obtain a State of Wisconsin medical license within four (4) months of hire. Possess or be eligible to possess a controlled substance registration certificate from the Drug Enforcement Agency. Be board qualified or board certified by an American Board of Specialty (Family Medicine, Internal Medicine). Possess a valid driver's license, dependable transportation, and proper auto insurance. WORKING CONDITIONS: Majority of work is in primary care clinic setting providing patient care services; occasionally will be doing health related activity in community setting. Administrative duties comprise about 10% of time in a given week.

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MEDICAL LABORATORY TECHNICIAN (8a-430pm)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HOUSE OF WELLNESS

Location: BARABOO/HOW

Submit: Application and Resume

Pay Rate: 18.54

Status: FULL-TIME

Job Code: 200909B

Qualifications: Must have an Associate Degree in Laboratory Science or Medical Laboratory Technology. Proof of meeting the Clinical Laboratory Improvement Amendments (CLIA) 88 Testing Personnel qualification requirements for a Moderate Complexity Testing Laboratory. Proof of a qualified Technologist/Technician under Laboratory Regulations published before March 14, 1990. Must maintain a current license by attending continuing education units (CEUs). Must have valid driver's license, dependable transportation and proper insurance. Must promote healthy, non-abusive lifestyle. Must maintain patient confidentiality in accordance with Department Policy, Privacy Act/HIPPA regulations. WORKING CONDITIONS: Work in a Laboratory clinic setting with analyzers, equipment, patients, etc

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

COMMUNITY HEALTH NURSE (8a-430p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: BARABOO/HOW

Submit: Application, Resume, Letter of Application and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 200916K

Qualifications: Bachelors of Science Degree in Nursing; will accept Graduate Nurse with obtaining Registered Nurse license within 6 months of employment. Current Wisconsin Nursing License or Graduate Nurse from Accredited Bachelor of Science Institution. Must have valid driver's license, dependable transportation and proper insurance. Must promote a healthy, non-abusive lifestyle. Completes National Incident Management System (NIMS)/Incident Command System (ICS) 100, 700 certification within six (6) months of employment Minimum one (1) year experience in related field. Experience in Community Health Nursing practices, principals, assessments and evaluation process. WORKING CONDITIONS Administrative duties are performed in office/clinic setting and health care services provided in clinic and community setting. Traveling is a necessity. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

CLINIC REGISTERED NURSE SUPERVISOR (8a-430p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH - BARABOO

Location: BARABOO/HOW

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 200812A

Qualifications: Graduate from an accredited school of nursing with an Associate's degree in nursing is required; Bachelor of Science in Nursing (BSN) is preferred. Possess a current State of Wisconsin RN license in good standing or be eligible for licensure within six (6) months of hire. Possess Cardiopulmonary Resuscitation (CPR) certification or obtain within 90 days of hire. Possess a valid driver's license, dependable transportation, and proof of auto insurance. Up to ten (10) years of Experience as a registered nurse, with two (2) of these years in a supervisory role. Preferred two years of RN experience. Possess basic computer skills and be comfortable using Electronic Health Records. Ambulatory clinic setting. Potential exposure to hazardous and bio-hazardous material. Requires use of personal protective equipment.

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CERTIFIED MEDICAL ASSISTANT (8A-430P)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH - BARABOO

Location: BARABOO/HOW

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 200722A

Qualifications: Graduation from an accredited Medical Assistant program. Possess a Medical Assistant certificate. Possess a Cardiopulmonary Resuscitation (CPR) certification or obtain within 30 days of hire. Valid driver's license, dependable transportation, and vehicle insurance are required. Competent in phlebotomy to meet CLIA requirements. WORKING CONDITIONS: Work in a clinic settings providing patient care services with: Potential exposure to hazardous and bio-hazardous materials. Must be able to lift up to 35lbs. Assistive devices available for situations requiring lifting above 35lbs. Ability to wear gloves and other protective equipment, as required.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

PURCHASE AGENT TECHNICIAN (8a-430p)

Closing Date:

10/21/2020

DEPARTMENT OF TREASURY - TREASURY

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 20.00

Status: FULL-TIME

Job Code: 201007I

Qualifications: Associate Degree in Business or related field preferred, or ability to obtain within one (1) year. Must pass background check as determined in Treasury. No convictions for any felony or for a misdemeanor involving dishonesty. Willingness to comply with tribal drug-testing policy. Valid Driver's license, dependable transportation and proper insurance. One (1) year purchasing experience with suppliers, pricing and product sourcing. WORKING CONDITIONS: Work in an office setting

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

CLINIC RN SUPERVISOR (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH CLINIC - BRF

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 200826B

Qualifications: Graduate from an accredited school of nursing with an Associate's degree in nursing is required; Bachelor of Science in Nursing (BSN) is preferred. Possess a current State of Wisconsin RN license in good standing or be eligible for licensure within six (6) months of hire. Possess Cardiopulmonary Resuscitation (CPR) certification or obtain within 90 days of hire. Possess a valid driver's license, dependable transportation, and proof of auto insurance. Up to ten (10) years of Experience as a registered nurse, with two (2) of these years in a supervisory role. Preferred two years of RN experience. Possess basic computer skills and be comfortable using Electronic Health Records. WORKING CONDITIONS: Ambulatory clinic setting. Potential exposure to hazardous and bio-hazardous material. Requires use of personal protective equipment.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

EPIDEMIOLOGIST (8A-430P)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - QUALITY IMPROVEMENT

Location: BLACK RIVER FALLS

Submit: Application, Resume and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 200729D

Qualifications: Requires a Master's Degree in Public Health or equivalent health related Master's Degree with emphasis in Epidemiology. Valid license and reliable transportation with adequate insurance. Maintain high level of confidentiality. One (1) to (2) two years progressive work experience in epidemiology. Experience applying principles and practices of epidemiology. Experience using a variety of computer programs (Epi Info, SAS, word processors, spreadsheets, presentation software) a must. Experience in developing surveillance and reporting systems. Experience with and understanding of environmental, community, and occupational health issues. WORKING CONDITIONS: Office setting. Ability to travel when needed. Possible exposure to diseases or infections.

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INFECTION PREVENTION/EMPLOYEE HEALTH RN (8A-430P)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - QUALITY IMPROVEMENT

Location: BLACK RIVER FALLS

Submit: Application, Resume and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 200729E

Qualifications: Licensed healthcare professional required (Physician, Epidemiologist, Physician's Assistant, Nurse Practitioner, Registered Nurse). Bachelor of Science in Nursing or Master's Degree preferred. Possess current Certification in Infection Control & Epidemiology (CIC) or obtain CIC within three (3) years of hire. Certification in Basic Life Support (BLS). Valid driver's license and proper insurance required. Minimum of two (2) years' experience as an RN or other licensed healthcare professional in a hospital setting or minimum of three (3) years in a clinic setting. WORKING CONDITIONS: Outpatient clinic setting. Potential exposure to hazardous and bio-hazardous materials. Some travel may be required.

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COMMUNITY HEALTH NURSE (8a-430p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: BLACK RIVER FALLS

Submit: Application, Resume and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 200916A

Qualifications: Bachelors of Science Degree in Nursing; will accept Graduate Nurse with obtaining Registered Nurse license within 6 months of employment. Current Wisconsin Nursing License or Graduate Nurse from Accredited Bachelor of Science Institution. Must have valid driver's license, dependable transportation and proper insurance. Must promote a healthy, non-abusive lifestyle. Completes National Incident Management System (NIMS)/Incident Command System (ICS) 100, 700 certification within six (6) months of employment Minimum one (1) year experience in related field. Experience in Community Health Nursing practices, principals, assessments and evaluation process. WORKING CONDITIONS Administrative duties are performed in office/clinic setting and health care services provided in clinic and community setting. Traveling is a necessity. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

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BEHAVIORAL HEALTH SHARED CARE MGR (8a-430p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - BEHAVIORAL HEALTH

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 200930B

Qualifications: Bachelor's Degree in Behavioral Health field (psychology, social work, etc.) Substance Abuse Counselor (SAC) or Substance Use Counselor-In Training (SAC-IT) preferred; must obtain SAC-IT within 1 year of hire. Must have a valid driver's license, dependable transportation and proper insurance. Must promote a healthy non-abusive lifestyle. Able to document two years of continuous abstinence if in recovery. One year of mental health/substance abuse clinical experience preferred. Experience working with underserved, transient populations preferred. Experience working with patients who have co-occurring mental health, substance abuse, and physical health problems preferred. Experience with screening for common mental health and/or substance use disorders preferred. Experience with assessment and treatment planning for common mental health and/or substance use disorders preferred. Experience with evidence-based counseling techniques (i.e. CBT, DBT, ACT, etc.) preferred. Clinical experience with children, youth, adults and families preferred. Previous experience in working with Native Americans is preferred. WORKING CONDITIONS: The duties of this position are routinely performed in medical clinic setting. Walking, sitting, standing and stooping will occur during the normal provision of services. Occasional travel between offices may be required. Some evening hours may be required to accommodate client's work hours.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 10/14/2020

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APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

PHARMACY TECH. CARE COORDINATOR 1 (830a-5p)

Closing Date: 10/14/2020

DEPARTMENT OF HEALTH - HEALTH CLINIC - BRF

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 16.00

Status: FULL-TIME

Job Code: 200930F

Qualifications: Graduate of a formal one-year training program and/or possess certification from the National Pharmacy Technician Board (PTCB) or equivalent is required. Prefer applicants who have strong educational background in physical sciences, especially chemistry. Maintain CPR certification. Experience working in a pharmacy or related health care field. WORKING CONDITIONS: Ability to stand and walk for a full eight-hour shift. Ability to work required long periods of standing, bending, reaching, and lifting boxes of medications weighing twenty pounds or less. Standing and walking are greater than 90% of time.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

DRIVER TECHNICIAN (8a-430p)

Closing Date: 10/21/2020

DEPARTMENT OF TREASURY - TREASURY

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 20.00

Status: FULL-TIME

Job Code: 201007G

Qualifications: Possess a high school diploma or equivalent (GED/HSED). Must pass background check as determined in Treasury. No convictions for any felony or for a misdemeanor involving dishonesty. Willingness to comply with tribal drug-testing policy. Valid Driver's license, dependable transportation and proper insurance. Experience in working with Tribal Elders and community resources agencies. WORKING CONDITIONS: Travel required.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

MAINTENANCE WORKER II (Days)

Closing Date: 10/21/2020

DEPARTMENT OF HEALTH - HEALTH CLINIC - BRF

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 14.00

Status: FULL-TIME

Job Code: 201007B

Qualifications: Must have high school diploma or general education degree (GED). Must be at least 18 years of age. Must have a valid driver's license, dependable transportation and proof of automobile insurance. Must promote a healthy non-abusive lifestyle. Must have (1-2) years of experience in maintenance or housekeeping field. WORKING CONDITIONS: Ability to lift or move items weighing between 5-25 lbs. frequently. Ability to lift or move items weighing between 25-50 lbs. occasionally. Ability to use a ladder safely and properly. Majority of work is done indoors however some of the duties are done outside. Occasionally works near moving mechanical equipment and in elevated places. Potential of exposure to blood or bodily fluids. Appropriate personal protective equipment (PPE) is required to be worn. The noise level in the work environment is usually minimal.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

MEDICAL RECORDS PATIENT REG. SUPERVISOR (8a-430p)

Closing Date: 10/21/2020

DEPARTMENT OF HEALTH - HEALTH-FINANCE BRF

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 201007C

Qualifications: High school diploma or equivalent. Valid driver's license, dependable transportation and proper insurance. Possess Coding Certification or be able to obtain with one (1) year of hire. Must lead and promote a healthy, non-abusive lifestyle. Minimum of two (2) years computer and general office experience. Must be familiar with medical technology and coding classification of medical diagnosis and procedure, as well as, knowledge of Anatomy and Physiology. WORKING CONDITIONS: Ability to sit at a computer workstation for long periods of time (greater than 80% of the time) with intermittent standing and walking throughout an 8 hour shift. Possess the necessary hand dexterity for typing and writing for long periods of time. Ability to view computer screens for long periods of time. Maintain a clean and healthy work environment. This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopies, file cabinets, and other electrical office equipment. Any physical demands of the position should be listed or the Physical Demands Worksheet referenced. Travel may be required for job related trainings.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 10/14/2020

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

SECURITY SHIFT SUPERVISOR (2nd Shift)

Closing Date:

10/21/2020

DEPARTMENT OF BUSINESS - HCG-MADISON-SECURITY

Location: MADISON

Submit: Application and Resume

Pay Rate: 20.56

Status: FULL-TIME

Job Code: 201007E

Qualifications: Must have a high school diploma or equivalent. An Associate Degree in Criminal Justice or Police Science is required or in process of or willing to obtain a degree. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be able to obtain and maintain a Gaming License. Must be bondable. Must be certified in First Aid, AED and CPR. Valid Driver's License, dependable transportation, and proper insurance. Required to have three (3) years of supervisory experience in Security or Law Enforcement (military or civilian). Required a minimum of three (3) years of formal Security or Law Enforcement training (military or civilian). May be exposed to a smoking environment frequently. May be exposed to an elevated noise level. While performing the duties of this job, will be required to stand, walk, talk and hear. May occasionally be required to sit, run, climb, balance, stoop, kneel, crouch and crawl. May occasionally be required to lift and/or move up to twenty five (25) pounds and may be required to lift and/or move up to one hundred (100) pounds or more with assistance. May occasionally be exposed to all outside weather conditions for extended periods. Ability to work irregular hours and extended shifts including late nights, early mornings, weekends and holidays.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

RESTAURANT SITE MANAGER-BAR (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application and Resume

Pay Rate: 19.41

Status: FULL-TIME

Job Code: 200923H

Qualifications: Associate Degree in restaurant/bar/hotel management is required. Bachelors of Arts (preferred). Must have two (2) years' experience in restaurant/bar/hotel management. Prior successful supervisory experience. Accounting and record-keeping experience is required. WORKING CONDITIONS: Restaurant setting. While performing duties to this job the employee is exposed to kitchen equipment to include oven, stoves, grills, fryers and sharp objects. Exposure to secondhand tobacco smoke. Noise level in the work environment is usually moderate.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

BARTENDER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application

Pay Rate: 10.28

Status: PART-TIME

Job Code: 200930A

Qualifications: Must have a High school diploma or equivalent. One to three years of appropriate experience. State Bartender's Certification required. Must have a valid driver's license, dependable transportation and proper insurance.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

CAGE CASHIER (3rd Shift)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-CAGE

Location: MADISON

Submit: Application

Pay Rate: 14.85

Status: FULL-TIME/PART-TIME

Job Code: 200923A

Qualifications: Must have High School Diploma or GED. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be BONDABLE. Must follow chain-of-command. One (1) to three (3) years appropriate experience. WORKING CONDITIONS: Casino setting loud, office setting. Cannot be colorblind. Must have good eyesight and full dexterity in both hands. Infrequent lifting of up to 100 lbs. Primary lifting requirements is 10-25 lbs. on consistent basis. Must be able to stand stoop and bend for long periods of time.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

BAR PORTER (1st, 2nd & 3rd Shifts) Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application Pay Rate: 10.28 Status: QUARTER-TIME Job Code: 200819D

Qualifications: Able to lift 50 pounds. Must be able to read, write and understand English. High school graduate or equivalent desired. Will train. No previous experience needed.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

BEVERAGE SERVICES MANAGER (2nd & 3rd Shift) Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application and Resume Pay Rate: 17.13 Status: FULL-TIME Job Code: 200819E

Qualifications: In-depth knowledge and controls of bar/beverage industry. Knows patron profile to tailor programs and promotions. Lifting up to 50 pounds may be required. College degree (or related experience). Minimum of 4 years previous bar/beverage and/or restaurant/club management supervision with large volume operation(s). State Bartending Certificate.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

SURVEILLANCE AGENT (Varies) Closing Date: Open Until Filled

DEPARTMENT OF JUSTICE - HCG-NEKOOSA-SURVEILLANCE

Location: NEKOOSA

Submit: Application Pay Rate: 13.21 Status: FULL-TIME Job Code: 200902C

Qualifications: Must possess a high school diploma or equivalent. Must have at least one year of higher education. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be able to obtain a Gaming License. Possession of working vehicle, valid driver's license and proper insurance. Must have some experience in surveillance/military or criminal justice related field, one (1) year preferred. Four (4) years of casino gaming experience will waive surveillance or criminal justice requirement. WORKING CONDITIONS: Must have eyesight correctable to 20/20 with no color blindness. Be able to sit for extended periods of time and observe in close quartered areas. Must be able to work flexible hours as required by the Surveillance Department. Be able to work in a low light environment. Be able to work in a smoke filled environment (gaming floor). Be able to observe CCTV monitors for extended periods of time.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

COMMUNITY HEALTH NURSE (8a-430p) Closing Date: Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: WITTENBERG

Submit: Application, Resume and Transcripts Pay Rate: DOQ Status: FULL-TIME Job Code: 200923C

Qualifications: Bachelors of Science Degree in Nursing; will accept Graduate Nurse with obtaining Registered Nurse license within 6 months of employment. Current Wisconsin Nursing License or Graduate Nurse from Accredited Bachelor of Science Institution. Must have valid driver's license, dependable transportation and proper insurance. Must promote a healthy, non-abusive lifestyle. Completes National Incident Management System (NIMS)/Incident Command System (ICS) 100, 700 certification within six (6) months of employment. Minimum one (1) year experience in related field. Experience in Community Health Nursing practices, principals, assessments and evaluation process. WORKING CONDITIONS: Administrative duties are performed in office/clinic setting and health care services provided in clinic and community setting. Traveling is a necessity. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

COUNT ASSOCIATE (345-1215a)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-COUNT

Location: WITTENBERG

Submit: Application

Pay Rate: 12.56

Status: PART-TIME

Job Code: 200923D

Qualifications: Must have a high school diploma or equivalent. MUST BE BONDABLE. Must be able to obtain a gaming license. Valid driver's license, dependable transportation and proper insurance is preferred. One year experience in responsible cash handling position is preferred. One year experience in accounting/bookkeeping skills preferred. One year experience in the operation of calculators and office machines preferred. WORKING CONDITIONS: Work area is NOT smoke, noise or dust free. Ability to work a flexible schedule including extended hours, weekends and holidays.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

Hotel Manager (Days)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITT- HOTEL

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 17.79

Status: FULL-TIME

Job Code: 200916C

Qualifications: Associate degree in Business Management or related field. A minimum of four- (4) years' experience in business, sales, hotel and/or motel management. Must have good communication and supervisory skills. Must show strong capabilities in economics, marketing, personnel management, and preparation of statistical analysis and reports, forecasting techniques, cost estimation, hotel maintenance engineering and data processing. Must be bondable. Experience working with Native Americans is highly desired. Ability to work varying hours and days (including weekends and holidays). Must have valid driver's license, dependable transportation and proper insurance. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

SECURITY OFFICER (2ND & 3RD SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-SECURITY

Location: WITTENBERG

Submit: Application

Pay Rate: 13.60

Status: FULL-TIME

Job Code: 200805C

Qualifications: Must have a high school diploma or GED equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must not have been convicted of an offense, which is related to theft, fraud, children or elders. Must be bondable. Must be able to obtain and maintain a Gaming License. Must maintain confidentiality. Must have reliable transportation, a valid driver's license and proper insurance where applicable. Must have a minimum of one (1) year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two (2) years military service. WORKING CONDITIONS: May be exposed to a smoking environment frequently. May be exposed to an elevated noise level. While performing the duties of this job, is required to stand, walk, talk and hear. Is occasionally required to sit, run, climb, balance, stoop, kneel, crouch and crawl. Is occasionally required to lift and/or move up to twenty five (25) pounds and may be required to lift and/or move up to one hundred (100) pounds or more with assistance. May occasionally be exposed to all outside weather conditions for extended periods. Ability to work irregular hours and extended shifts including late nights, early mornings, weekends and holidays.

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ENVIRONMENTAL SERVICE PERSON (Varies)

Closing Date: 10/14/2020

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-FACILITIES

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: PART-TIME

Job Code: 200930E

Qualifications: High School Diploma or equivalent is required. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Maintain in compliance with the Ho-Chunk Nation Occupational and Safety and Health Program Act of 2002. Must be bondable. Dependable transportation is required. Maintain Confidentiality. No experience, will train. **WORKING CONDITIONS:** Able to work nights, weekends, and holidays as assigned. Smoking atmosphere. All conditions related to the weather. Must be able to stoop, kneel, reach, stretch, push, pull, bend, twist, lift and climb. Continuously lift up to 10lbs, sometimes lift up to 50lbs and rarely lift up to 100lbs.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

MAINTENANCE SPECIALIST (Varies)

Closing Date: 10/21/2020

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-FACILITIES

Location: WITTENBERG

Submit: Application

Pay Rate: 12.56

Status: FULL-TIME

Job Code: 201007H

Qualifications: High School diploma or equivalent. One (1) to Two (2) years of general maintenance experience. Demonstrated working knowledge of electrical, plumbing, HVAC, masonry, and carpentry and grounds. Demonstrated working knowledge of inventory of all units, tools, and materials of real property. Demonstrated working knowledge of techniques involved in inspections, analyzing, and repair of simple to complex maintenance problems. Demonstrated working knowledge of chemical usage, storage, and disposal preferred. Demonstrated working knowledge of personal protective equipment preferred. Must be bondable. Able to work nights, weekends, and holidays as assigned. Must have a valid driver's license, Dependable transportation and proper insurance **WORKING CONDITIONS:** Smoking environment. All conditions from hot/humid to sub-zero weather.

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