



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 1/13/2021

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

BIA DEMONSTRATION GRANT ADMINISTRATOR (8a-430p)

Closing Date:

Open Until Filled

DEPARTMENT OF EDUCATION -

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: 36.00

Status: FULL-TIME

Job Code: 210113B

Qualifications: Bachelor's degree in education-related field, such as Education, Counseling, Administration, or other closely-related disciplines required. Master's degree or education-related credits beyond the baccalaureate degree strongly preferred. Valid driver's license, dependable transportation and proper insurance. At least five (5) years of experience in Education (Youth, Advising, Counseling, Teaching, Higher Education, or Adult Basic Education). At least three (3) years of grant management experience strongly preferred. At least three (3) years in youth program management. WORKING CONDITIONS: Office setting and/or remote work setting. Frequent travel to attend conferences, workshops, seminars, off-site meeting, and special events. Occasional weekend work will be required.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

COUNT ASSOCIATE (2a-1230p)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-COUNT

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 12.00

Status: FULL-TIME

Job Code: 210113C

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 - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

EXECUTIVE CASINO HOST MANAGER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-MARKETING

Location: MADISON

Submit: Application and Resume

Pay Rate: 20.56

Status: FULL-TIME

Job Code: 210113D

Qualifications: High School diploma or equivalent is required. A two-year college degree is preferred. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. Must have and maintain a valid driver's license and at a minimum, liability auto insurance. Must have excellent supervisory skills and scheduling experience. Minimum of two-year Slot Floorperson experience (knowledge of machine play). Must have Casino Host experience. WORKING CONDITIONS Office setting. Must have the ability to work varying hours and days, including nights, weekends and holidays to meet operational need. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny.

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

PROMOTION HOST/HOSTESS (3rd shift)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-MARKETING

Location: MADISON

Submit: Application

Pay Rate: 15.99

Status: FULL-TIME

Job Code: 210113E

Qualifications: High School diploma or equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. . Valid driver's license and, liability auto insurance (at minimum) preferred. No experience is required. WORKING CONDITIONS: Office setting. Must have the ability to work varying hours and days, including nights, weekends and holidays. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny. Facilities with an ancillary site may include travel between site locations.

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

SURVEILLANCE AGENT (Various)

Closing Date:

Open Until Filled

DEPARTMENT OF JUSTICE - HCG-MADISON-SURVEILLANCE

Location: MADISON

Submit: Application

Pay Rate: 14.85

Status: FULL-TIME

Job Code: 210113H

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 Housing And Community Development Agency, P.O. Box 730, Tomah, WI 54660, (608) 374-1251 - FAX

MAINTENANCE WORKER (8a-430p)

Closing Date:

1/27/2021

HO-CHUNK HOUSING AND COMMUNITY DEVELOPMENT AGENCY -

Location: MADISON/MILWAUKEE

Submit: Application

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 210113L

Qualifications: Must have high school diploma or equivalent. Must be in good physical condition, able to bend, climb, stoop, crawl, etc. Must have ability to lift up to 100lbs. Knowledge/ability in electrical, carpentry, plumbing, painting, and general repairs. Experience in safety, handling saws, hammers, and all tools related to job assignment. Ability to work in all weather conditions. Must be willing and able to work the hours needed to meet the time constraints of the work order timelines. Must be willing to travel, in order to work in the other areas of the Agency. Must have valid driver's license and proper insurance and qualify to be insurable by the Agency's auto insurance carrier. Preference will be provided to Native Americans.

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APPLY & INQUIRE AT: Ho-Chunk Housing And Community Development Agency, P.O. Box 730, Tomah, WI 54660, (608) 374-1251 - FAX

DEVELOPMENT PROJECT MANAGER (8a-430p)

Closing Date: 1/27/2021

HO-CHUNK HOUSING AND COMMUNITY DEVELOPMENT AGENCY -

Location: TOMAH

Submit: Application and Resume

Pay Rate: 19.00

Status: FULL-TIME

Job Code: 210113I

Qualifications: Must possess high school diploma or equivalent. Must have three-five (3-5) years' experience with affordable housing, green design, and construction for development and retrofit of existing building. Must have knowledge of, and competency in the building trades, including materials, methods, tools and terminology. Must have knowledge of construction safety and housing inspections. Be able to maintain harmonious relationships with community member, suppliers, contractors, and fellow employees. Valid Driver's License and proper insurance may be required. Preference provided to Native Americans.

APPLY & INQUIRE AT: Ho-Chunk Housing And Community Development Agency, P.O. Box 730, Tomah, WI 54660, (608) 374-1251 - FAX

GARDEN COORDINATOR (8a-430p)

Closing Date: 1/27/2021

HO-CHUNK HOUSING AND COMMUNITY DEVELOPMENT AGENCY -

Location: TOMAH

Submit: Application

Pay Rate: 14.00

Status: FULL-TIME

Job Code: 210113J

Qualifications: Must possess high school diploma. Must possess understanding of the Ho-Chunk history and culture. Must possess knowledge and experience with organic gardening and/ or farming. Clear written and verbal communication skills. Creative problem solving abilities. Experience supervising volunteers promoting cooperation and team building preferred. Diplomacy and ability to work with a variety of personalities. Sensitivity to and understanding of the experience of people of limited incomes. Ability to work weekends and evenings throughout the year, if needed. Working knowledge of the Ho-Chunk government, departments and services. Valid driver's license, proper insurance and qualify to be insured by the Agency's auto insurance carrier. Preference will be provided to Native Americans.

APPLY & INQUIRE AT: Ho-Chunk Housing And Community Development Agency, P.O. Box 730, Tomah, WI 54660, (608) 374-1251 - FAX

MAINTENANCE WORKER (8a-430p)

Closing Date: 1/27/2021

HO-CHUNK HOUSING AND COMMUNITY DEVELOPMENT AGENCY -

Location: WI. DELLS

Submit: Application

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 210113M

Qualifications: Must have high school diploma or equivalent. Must be in good physical condition, able to bend, climb, stoop, crawl, etc. Must have ability to lift up to 100lbs. Knowledge/ability in electrical, carpentry, plumbing, painting, and general repairs. Experience in safety, handling saws, hammers, and all tools related to job assignment. Ability to work in all weather conditions. Must be willing and able to work the hours needed to meet the time constraints of the work order timelines. Must be willing to travel, in order to work in the other areas of the Agency. Must have valid driver's license and proper insurance and qualify to be insurable by the Agency's auto insurance carrier. Preference will be provided to Native Americans.

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

RETAIL ASSOCIATE (1st & 2nd shifts)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - WHITETAIL-WITTENBERG

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME

Job Code: 210113F

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.

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

SLOT SERVICE TECHNICIAN I (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-SLOTS

Location: WITTENBERG

Submit: Application

Pay Rate: 12.56

Status: FULL-TIME

Job Code: 210113G

Qualifications: High School Diploma or GED certificate is required. Must have one (1) year money handling experience. Must be bondable and licensable according to tribal policy. Must pass a basic mathematics test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the HCN. All employees are subject to the Drug, Alcohol and Controlled Substance Policy.

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

BARTENDER (Varies)

Closing Date:

1/27/2021

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 9.42

Status: FULL-TIME

Job Code: 210113A

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 Housing And Community Development Agency, P.O. Box 730, Tomah, WI 54660, (608) 374-1251 - FAX

MAINTENANCE WORKER (8a-430p)

Closing Date:

1/27/2021

HO-CHUNK HOUSING AND COMMUNITY DEVELOPMENT AGENCY -

Location: WITTENBERG/GREEN BAY

Submit: Application

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 210113K

Qualifications: Must have high school diploma or equivalent. Must be in good physical condition, able to bend, climb, stoop, crawl, etc. Must have ability to lift up to 100lbs. Knowledge/ability in electrical, carpentry, plumbing, painting, and general repairs. Experience in safety, handling saws, hammers, and all tools related to job assignment. Ability to work in all weather conditions. Must be willing and able to work the hours needed to meet the time constraints of the work order timelines. Must be willing to travel, in order to work in the other areas of the Agency. Must have valid driver's license and proper insurance and qualify to be insurable by the Agency's auto insurance carrier. Preference will be provided to Native Americans.

PREVIOUS POSTINGS - FOR ALL FACILITIES

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

COOK (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

Job Code: 201021H

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

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ROOM ATTENDANT (1st Shift)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-HOTEL

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME/PART-TIME

Job Code: 201021Q

Qualifications: High school diploma or equivalent. Must be bondable. No record of theft. Previous hotel-related experience beneficial.

WORKING CONDITIONS: Work based on business demands consisting of night, weekends, and holidays. Perform the Physical Demand requirements as a Room Attendant and be able to stoop, kneel, reach, push, pull, bend, twist, lift and climb. Work requires visual acuity, color perception, sense of smell, and eye-hand coordination. Be able to lift 25 lbs. continuously and occasionally 50 pounds. Push or pull 75 lbs. and seldom lift 100 lbs. with assistance. Must work with various chemicals and wear Personal Protective Equipment.

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

RETAIL ASSOCIATE (230P-1230A)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - WHITETAIL - BARABOO

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME/PART-TIME

Job Code: 201104B

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. None Listed. 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.

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

ENVIRONMENTAL SERVICE HEAVY DUTY CLEANER (Evenings)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-FACILITIES

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME/PART-TIME

Job Code: 201125D

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. One (1) to three (3) years' experience of utilization of industrial machinery. Prior professional experience is preferred: Knowledge, understanding, or previous training of cleaning, chemicals, and applications. WORKING CONDITIONS: Able to work nights, weekends, and holidays as assigned. Smoking atmosphere. All conditions related to weather. Must be able to stoop, kneel, reach, stretch, push, pull, bend, twist, lift, and climb. Continuously lift up to 10 lbs. sometimes lift up to 50 lbs. and rarely lift up to 100 lbs.

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

DISHWASHER (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

Job Code: 210106A

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

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TRIBAL PROSECUTOR (8a-430p)

Closing Date:

Open Until Filled

DEPARTMENT OF JUSTICE - LAW ENFORCEMENT BUILDING

Location: BLACK RIVER FALLS

Submit: Application, Resume and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 201028F

Qualifications: Possess a Juris Doctorate (J.D.) from an accredited law school. Be a member of the Wisconsin State Bar or eligible for admission within 9 months of employment; licensed or eligible to practice in Federal Bar. This position requires compliance with the Indian Child Protection and Family Violence Prevention Act Public Law 101-630: 25 Code of Federal Regulations Part 63-Indian Child Protection and Family Violence Prevention. Must have a valid driver's license, dependable transportation, and proper insurance. Two (2) to five (5) years of experience handling criminal cases, with a preference being handling criminal prosecutions in Indian Country; Litigation and advocacy experience. WORKING CONDITIONS: Office setting. Travel required.

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

ASSISTANT TEACHER (8a-4p)

Closing Date:

Open Until Filled

DEPARTMENT OF EDUCATION - EDUCATION HEADSTART

Location: BLACK RIVER FALLS

Submit: Application, Resume and Transcripts

Pay Rate: 15.06

Status: FULL-TIME

Job Code: 201125A

Qualifications: Must have an Associate's Degree in Early Childhood Education. Must be able to pass all federal and state licensing requirements to include background checks, annual physical, and TB screening. Must possess or be willing to obtain CPR/AED and First Aid training within 90 days of employment and update as needed. Must possess or be willing to obtain a CDL with an S endorsement within one year of hire. Must have a valid driver's license, dependable transportation and proper insurance. One (1) year of experience. WORKING CONDITIONS: The duties of this position are primarily performed in a classroom setting.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

RESTAURANT & BEVERAGE SERVICE SUPERVISOR (Varies)

Closing Date:

1/20/2021

DEPARTMENT OF BUSINESS - HCG-BRF-F&B

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 210106B

Qualifications: High school diploma or GED. Minimum 1-year bar management with at least one-year supervisor experience.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

SLOT SERVICE SUPERVISOR (Swings)

Closing Date:

1/13/2021

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 16.00

Status: FULL-TIME

Job Code: 201230C

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.

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SLOT SERVICE TECHNICIAN II (Swing)

Closing Date: 1/13/2021

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 15.00

Status: FULL-TIME

Job Code: 201230E

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.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

SURVEILLANCE AGENT (Grave)

Closing Date: 1/13/2021

DEPARTMENT OF JUSTICE - HCG-BRF-SURVEILLANCE

Location: BLACK RIVER FALLS

Submit: Application, Resume and Transcripts

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 201230F

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 - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

OFFICE MANAGER (Days)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FINANCE

Location: MADISON

Submit: Application and Resume

Pay Rate: 18.27

Status: FULL-TIME

Job Code: 210106C

Qualifications: High school diploma or equivalent. Associates Degree, preferred. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable. Valid driver's license, dependable transportation, and proper insurance. Must maintain confidentiality. Must have experience in office management. Experience in office management, preferred. WORKING CONDITIONS: Office Setting. Must be willing to work weekends, and evenings, if necessary.

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

ENVIRONMENTAL SERVICE HEAVY DUTY CLEANER (Varies)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application

Pay Rate: 13.70

Status: FULL-TIME

Job Code: 201118B

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. One (1) to three (3) years' experience of utilization of industrial machinery. Prior professional experience is preferred: Knowledge, understanding, or previous training of cleaning, chemicals, and applications. WORKING CONDITIONS: Able to work nights, weekends, and holidays as assigned. Smoking atmosphere. All conditions related to weather. Must be able to stoop, kneel, reach, stretch, push, pull, bend, twist, lift, and climb. Continuously lift up to 10 lbs. sometimes lift up to 50 lbs. and rarely lift up to 100 lbs.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 1/13/2021

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 Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

ENVIRONMENTAL SERVICE SUPERVISOR (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application and Resume

Pay Rate: 19.41

Status: FULL-TIME

Job Code: 201118C

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. Must be bondable. Must have valid driver's license, dependable transportation and proper insurance. Adheres and follows the Ho-Chunk Nation Employment Relations Act of 2004, the Ho-Chunk Nation Occupational Safety and Health Program Act of 2002, the Environmental Services/Facility Department Standard Operating Procedures, OSHA, and other policies, procedures, rules, regulations, or other directives. Maintains strict confidentiality regarding all aspects of confidential information. One (1) to two (2) years of supervisory experience. Experience and ability to operate various cleaning equipment. **WORKING CONDITIONS:** Able to work nights, weekends, and holidays as assigned. Position requires visual acuity, color perception, and eye-hand coordination. Must be able to wear Personal Protective equipment, including safety shoes, when necessary. Smoking environment. All conditions from hot/humid to sub-zero weather.

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

LANDSCAPER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application

Pay Rate: 13.70

Status: FULL-TIME

Job Code: 201202A

Qualifications: General knowledge and experience of operating heavy equipment. Must have horticultural knowledge. Must be willing to work under all kinds of weather conditions from hot and humid, to sub-zero weather. Must be able to bend, stoop, stand, and walk. Work under minimal supervision, be able to follow through on assignments, and have a cheerful disposition. Must be mechanically inclined, have good dexterity, and manual skills. Must have mechanical knowledge and aptitude to construct theme arrangements. Must have a valid Class B, CDL driver's license, liability insurance, and reliable transportation to work. Demonstrate initiative, self-motivation and the ability to work in a team setting. Must be able to communicate effectively with employees and patrons, be able to read, write, and understand English. Able to perform duties safely and efficiently. Must be in good physical condition, heavy lifting required, must be able to lift 50lbs. Must be bondable and licensable according to Tribal Policy. High school diploma or equivalent, and two years of appropriate experience. 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

SECURITY OFFICER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SECURITY

Location: MADISON

Submit: Application and Resume

Pay Rate: 14.85

Status: FULL-TIME

Job Code: 201028E

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 and be able to obtain and maintain a Gaming License. Must not have been convicted of an offense, which is related to theft, fraud, children or elders. Must be bondable. 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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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 1/13/2021

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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

BEVERAGE SERVER (1st, 2nd & 3rd Shift)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application

Pay Rate: 9.14+tips

**Status: FULL-TIME/PART-TIME/QTR
TIME**

Job Code: 201021E

Qualifications: Will train. Some food experience helpful.

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

COUNT ASSOCIATE (1st Shift)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-COUNT

Location: MADISON

Submit: Application

Pay Rate: 13.70

Status: FULL-TIME

Job Code: 201021F

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

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 1/13/2021

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*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

FOOD SERVICE WORKER/MAINTENANCE (8a-4p)

Closing Date:

Open Until Filled

DEPARTMENT OF EDUCATION - EDUCATION HEADSTART

Location: NEKOOSA

Submit: Application

Pay Rate: 12.39

Status: FULL-TIME

Job Code: 201125E

Qualifications: Must have a High School Diploma or equivalent. Must be able to pass all federal and state licensing requirements to include background checks, annual physical, and TB screening. Must possess or be willing to obtain CPR/AED and First Aid training within 90 days of employment and update as needed. Must complete Early Childhood I & II within 12 months of employment. Must have a valid driver's license, dependable transportation and proper insurance. Food Preparation courses or one (1) year of equivalent experience is required.

WORKING CONDITIONS: The duties of this position are primarily performed in the kitchen and in a classroom setting.

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

COUNTER SERVER CASHIER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 10.16

Status: PART-TIME

Job Code: 201209A

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

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

SNACK BAR COOK (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 10.16

Status: PART-TIME

Job Code: 201209F

Qualifications: Excellent cooking/preparation skills. High school diploma or GED. 2-4 years of appropriate experience preferred. Must have a valid driver's license, liability insurance, and dependable transportation.

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

COUNT ASSOCIATE (Grave Shift)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-COUNT

Location: NEKOOSA

Submit: Application

Pay Rate: 12.19

Status: FULL-TIME

Job Code: 201209I

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.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 1/13/2021

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

DIRECTOR OF MARKETING (1st Shift)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-MARKETING

Location: NEKOOSA

Submit: Application, Resume and Transcripts

Pay Rate: 31.49

Status: FULL-TIME

Job Code: 201209J

Qualifications: Bachelor's Degree in Business related study is required. Masters of Business Administration preferred. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. Must adhere to strict confidentiality at all times. Must maintain a driver's license and auto insurance. Must have a valid driver's license and at a minimum, liability auto insurance. Four (4) years of Business management. Minimum of five (5) years' experience in Marketing/Business related field. Gaming industry background is preferred. WORKING CONDITIONS: Must have the ability to work varying hours and days, including nights, weekends and holidays to meet operational needs. General office setting. Noisy and sometimes stressful in a fast paced multi-tasked environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny.

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

RETAIL ASSOCIATE (2nd Shift 2:25p-12:25a)

Closing Date:

3/30/2021

DEPARTMENT OF BUSINESS - WHITETAIL - TOMAH

Location: TOMAH

Submit: Application

Pay Rate: 10.17

Status: FULL-TIME

Job Code: 201230B

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.

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

BUS MONITOR (8-10a & 2-4p)

Closing Date:

Open Until Filled

DEPARTMENT OF EDUCATION - EDUCATION HEADSTART

Location: TOMAH

Submit: Application

Pay Rate: 12.03

Status: QUARTER-TIME

Job Code: 201125C

Qualifications: Must have a High School Diploma or equivalent. Must be able to pass all federal and state licensing requirements to include background checks, annual physical, and TB screening. Must possess or be willing to obtain CPR/AED and First Aid training within 90 days of employment and update as needed. Must have a valid driver's license, dependable transportation and proper insurance. WORKING CONDITIONS: The duties of this position are primarily performed on the bus.

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

SNACK BAR COOK (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME

Job Code: 201118G

Qualifications: Excellent cooking/preparation skills. High school diploma or GED. 2-4 years of appropriate experience preferred. Must have a valid driver's license, liability insurance, and dependable transportation

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 1/13/2021

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

SLOT SERVICE TECHNICIAN II (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-SLOTS

Location: WITTENBERG

Submit: Application

Pay Rate: 15.69

Status: FULL-TIME

Job Code: 201202G

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.

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: 201111E

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 and be able to obtain and maintain a Gaming License. Must not have been convicted of an offense, which is related to theft, fraud, children or elders. Must be bondable. 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.

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

COUNTER SERVER/CASHIER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME

Job Code: 201118A

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

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

SLOT SERVICE SUPERVISOR (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-SLOTS

Location: WITTENBERG

Submit: Application

Pay Rate: 16.74

Status: FULL-TIME

Job Code: 201230D

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.

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