



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

HOCAK LINGUIST

Closing Date: 6/7/2023

DEPARTMENT OF HERITAGE PRESERVATION - HERITAGE-LANGUAGE

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application Pay Rate: 25.42 Status: FULL-TIME Job Code: 230524A

Qualifications: Must have high school diploma or equivalent. Must possess adequate/acceptable background check according to State Licensing requirements. Must possess fluency in the Knowledge of Ho-Chunk language, tribal traditions, values, and social mores is required. Must possess fluency in the HoCak language. Working knowledge of IBM computers. Knowledge of the International Phonetic Alphabet. Valid driver's license, dependable transportation and proper insurance. **WORKING CONDITIONS:** Works 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

RETAIL ASSOCIATE

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - WHITETAIL - BRF

Location: BLACK RIVER FALLS

Submit: Application Pay Rate: 14.83 Status: FULL-TIME/PART-TIME Job Code: 230524D

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

HOST / HOSTESS CASHIER (2ND SHIFT)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application Pay Rate: 12.09 Status: PART-TIME Job Code: 230524B

Qualifications: High school diploma or GED.

PREVIOUS POSTINGS - FOR ALL FACILITIES

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

AUDIO VISUAL SPECIALIST

Closing Date: 5/31/2023

DEPARTMENT OF BUSINESS - HCG-WI DELLS-GROUP SALES

Location: BARABOO

Submit: Application and Resume Pay Rate: 17.33 Status: FULL-TIME Job Code: 230517A

Qualifications: Able to operate audio and video recording, presentation and editing equipment. Able to recover audio and video data from old, fragile media onto modern, durable media. Knowledge of multiple track audio and video recording media and their applications. High School Diploma or equivalent. Two years' experience working with audio-visual media and equipment required. Must be available for flexible work schedule; on-call as needed. Excellent writing and oral skills. Knowledge of the Ho-Chunk language is preferred. Must be able to work effectively with little or no supervision. Excellent ability to follow direction and procedures, and maintain confidentiality. Must be dependable, energetic, possess initiative and be self-motivated. Valid Wisconsin driver's license, dependable transportation, and proper insurance is required.

- N** *Ho-Chunk Preference will be applied in hiring.
- O** *A completed application and resume (if specified) must be submitted and received in the appropriate Personnel or Human Resource office (identified above) no later than 4:00pm on the closing date to be considered for the posted position.
- T** *All applicants will be subject to the Ho-Chunk Nation Drug, Alcohol and Controlled Substance Policy.
- E** *Some of the jobs posted may require a gaming license.
- *All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



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BANKER / CASHIER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-BINGO

Location: BARABOO

Submit: Application

Pay Rate: 13.85

Status: FULL-TIME

Job Code: 230419A

Qualifications: Must have 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. Must have demonstrated competence in the use of mathematical skills. WORKING CONDITIONS Loud, fast-paced environment. Must be able to lift up to 20lbs.

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

BAR PORTER

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 10.39

Status: FULL-TIME/PART-TIME

Job Code: 230405B

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 - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

BARTENDER

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 10.39

Status: PART-TIME

Job Code: 230510A

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 - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

BEVERAGE SERVER

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 9.23

Status: FULL-TIME/PART-TIME

Job Code: 230510B

Qualifications: Will train. Some food experience helpful.

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

CAGE CASHIER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-CAGE

Location: BARABOO

Submit: Application

Pay Rate: 15.02

Status: FULL-TIME

Job Code: 230426D

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

CAGE SHIFT SUPERVISOR (SWING SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-CAGE

Location: BARABOO

Submit: Application and Resume

Pay Rate: 20.79

Status: FULL-TIME

Job Code: 230503B

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. Maintain confidentiality and professionalism at all times. Two (2) years training in accounting or related field. Three years' experience in bookkeeping, accounting or responsible cash handling. Computer and supervisory experience desirable. WORKING CONDITIONS: Casino setting loud, office setting. Must have good eyesight. Must have dexterity in both hands. Primary lifting requirements is 10-25 pound on a consistent basis/must be able to walk. Stoop bend and stand for long 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

CLINIC REGISTERED NURSE

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH - WISCONSIN DELLS

Location: BARABOO

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 230426E

Qualifications: Graduation from an accredited school of nursing. Two (2) year degree is required. Four (4) year degree is preferred. Possess a current State of Wisconsin RN license in good standing or be eligible for licensure. Possess and maintain current CPR and ACLS certification. Successfully complete the Registered Nurse (RN) skills checklist within 90 days of hire. Possess a valid driver's license, dependable transportation, and vehicle insurance. Must maintain a patient confidentiality in accordance with Department Policy, Privacy Act/HOIPPA regulations. Promote a healthy, non-abusive lifestyle. WORK CONDITIONS: 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. Requires ability to wear gloves and other protective equipment. This position requires compliance with the Indian Child Protection and Family Violence Prevention Act, 25 U.S.C. Part 3207(c) and shall be subject to a background investigation as a condition of employment.

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

COUNTER SERVER/CASHIER

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: \$11.54

Status: FULL-TIME/PART-TIME

Job Code: 230308H

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

DEALER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-TABLE GAMES

Location: BARABOO

Submit: Application

Pay Rate: 8.08 PLUS TIPS

Status: FULL-TIME/PART-TIME

Job Code: 230426F

Qualifications: Must have high school diploma or equivalent. Must have successfully completed a recognized dealer training school with proficiency in math. (DAY & NIGHT TRAINING CLASSES OFFERED) Must successfully complete required orientation and training in Title 31 requirement, Guest Service and Sexual Harassment. Must pass a color blindness test and hearing test when given. Must have perfect or corrected eyesight. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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EMERGENCY MEDICAL TECHNICIAN

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SECURITY

Location: BARABOO

Submit: Application, Resume and Transcripts

Pay Rate: 17.33

Status: FULL-TIME/PART-TIME

Job Code: 230412A

Qualifications: Must have a high school diploma or equivalent. A valid/current State of Wisconsin Emergency Medical Technician License is required. A current Healthcare Professional level CPR certification is required. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Maintain complete patient confidentiality. Must be bondable. Must be able to obtain and maintain a Gaming License. Must have reliable transportation, a valid driver's license and proper insurance where applicable. Must be able to write, speak, and understand English. Must be physically able to perform all duties. Security experience is preferred.

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

FRONT DESK SUPERVISOR

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-HOTEL

Location: BARABOO

Submit: Application and Resume

Pay Rate: 19.63

Status: FULL-TIME

Job Code: 230405H

Qualifications: High school graduate or equivalent, advanced education desirable. Minimum two years' work experience in a hotel preferred or other supervisory experience considered. Ability to communicate clearly and effectively verbally and in writing. Basic familiarity with the Microsoft windows computer operating system environment. Ability to work varied hours and shifts, including evenings and weekends if needed. Must understand and follow organizational chain of command. Requires keyboarding, standing, walking, writing, sitting, and hearing and visual perception and required to lift and carry up to 25 lbs. Must have valid driver's license, dependable transportation, and proper insurance.

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

GROUP SALES REPRESENTATIVE

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-GROUP SALES

Location: BARABOO

Submit: Application and Resume

Pay Rate: 18.48

Status: FULL-TIME

Job Code: 230419D

Qualifications: High School diploma or equivalent. Two years of college education 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. Minimum of two (2) years prior experience in Customer Service, Sales or Gaming Operations. WORKING CONDITIONS Office setting. Ability to work varying hours and days including 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.

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

HEAVY DUTY CLEANER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-FACILITIES

Location: BARABOO

Submit: Application

Pay Rate: 16.17

Status: FULL-TIME

Job Code: 230426L

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. Minimum of one (1) year experience of utilizing industrial machinery preferred. Prior professional experience is preferred: Knowledge, understanding, or previous training of cleaning, chemicals, and applications.

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LEAD CAGE SHIFT SUPERVISOR

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-CAGE

Location: BARABOO

Submit: Application and Resume

Pay Rate: 23.10

Status: FULL-TIME

Job Code: 230503F

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 have gaming license or be able to obtain. Must follow chain of command. Maintain confidentiality and professionalism at all times. Two years training in accounting or related field. Three years' experience in bookkeeping, accounting or responsible cash handling. Computer and supervisory experience desirable. WORKING CONDITIONS Casino setting loud, office setting. Must have good eyesight. Must have dexterity in both hands. Primary lifting requirements is 10-25 pound on a consistent basis/ must be able to walk. Stoop bend and stand for long periods of time.

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

PROMOTIONS HOST/ HOSTESS (SWING SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-MARKETING

Location: BARABOO

Submit: Application

Pay Rate: 16.17

Status: FULL-TIME

Job Code: 230419H

Qualifications: Must be able to handle multiple tasks in a noisy, smoky and stressful environment. Must be bondable and hold gaming license. Must adhere to strict confidentiality at all times. Some knowledge of computers a plus. Ability to use sound judgment. Must be able to work well on a team. Ability and willingness to work nights, weekends and holidays is required. Ability to deal with stressful situations and conditions is required. High school diploma or GED. 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

PURCHASING AGENT

Closing Date:

5/31/2023

DEPARTMENT OF BUSINESS - HCG-WI DELLS-PURCHASING

Location: BARABOO

Submit: Application and Resume

Pay Rate: 18.48

Status: FULL-TIME

Job Code: 230517M

Qualifications: High school diploma or GED. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Two (2) years prior experience. WORKING CONDITIONS: Office environment ability to sit and stand for extended periods. Requires the ability to communicate effectively. Requires the use of hands for simple grasping and fine manipulations. Requires bending, squatting, and reaching. Requires the ability to lift, carry, push or pull medium weights up to 75 pounds.

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

RESTAURANT BEVERAGE SERVICES SUPERVISOR

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application and Resume

Pay Rate: 15.02

Status: FULL-TIME

Job Code: 230510N

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

NOTE

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RETAIL ASSOCIATE (5:30AM-3:30PM) (2:30PM-12:30AM)

Closing Date: 5/31/2023

DEPARTMENT OF BUSINESS - WHITETAIL - BARABOO

Location: BARABOO

Submit: Application

Pay Rate: 16.17

Status: FULL-TIME

Job Code: 230517P

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

SECURITY OFFICER (B)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SECURITY

Location: BARABOO

Submit: Application

Pay Rate: 17.33

Status: FULL-TIME

Job Code: 230412G

Qualifications: SECURITY OFFICER (B) Must be certified in First Aid and CPR. Must have basic knowledge of investigative procedures. MUST BE BONDABLE. Must be able to read, write and understand English. Must be able to speak effectively and clearly. Must be familiar with or willing to learn about alarm, access control, and identification systems and uses. Must have a basic knowledge or be willing to learn about security procedures, techniques, and systems. Must be of sound character with the ability to make sound judgments. Must have the ability to write clear and concise reports, and be able to work well with other casino and Tribal personnel. Must be able to take direction and complete all tasks and assignments in a timely manner. Must be physically able of performing all duties. Must have a high school diploma or GED equivalent. Must have a minimum of one year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two years military service. 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

SECURITY SHIFT SUPERVISOR (1ST SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SECURITY

Location: BARABOO

Submit: Application and Resume

Pay Rate: 20.79

Status: FULL-TIME

Job Code: 230419K

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.

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SHUTTLE DRIVER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS - TRANSPORTATION

Location: BARABOO

Submit: Application

Pay Rate: 13.85

Status: FULL-TIME

Job Code: 2305100

Qualifications: High School Diploma or equivalent, GED. Must currently hold and provide proof of Commercial Driver's License with a passenger endorsement, and proper insurance. Must be able to possess a gaming license. Must be a custodian of gaming supplies or cash. Knowledge of gaming is a plus. WORKING CONDITIONS: Must be able to work in a smoking environment. Must be able to work in extreme weather conditions. 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

SLOT SERVICE TECHNICIAN I

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SLOTS

Location: BARABOO

Submit: Application

Pay Rate: 13.85 PLUS TIPS

Status: FULL-TIME

Job Code: 230412I

Qualifications: High School Diploma or GED certificate is required. All casino employees will be subject to the Criminal and Background restrictions of the HCN. Must be bondable and licensable according to tribal policy. Must have one (1) year money handling experience. WORKING CONDITIONS: Must have the ability and willingness to work assigned schedule which includes nights, weekends and holidays as required. Cannot be color blind. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, fumes or airborne particles, risk of electrical shock and second hand tobacco smoke. The noise level in the work environment is usually moderate.

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

SYSTEMS ENGINEER

Closing Date:

Open Until Filled

DEPARTMENT OF ADMINISTRATION - HCG-WI DELLS-IT

Location: BARABOO

Submit: Application and Resume

Pay Rate: 28.87

Status: FULL-TIME

Job Code: 230419P

Qualifications: Minimum of 4-year degree in Computer Science or Information Management and 4 years focused job experience. Minimum 2 years supervisory or project management experience. Minimum MCSE in Windows 2000 or 2003, CompTia Network+ Certification. Minimum Specialization (Select one): CCNA Certification, CompTia IT Project + Certification, Mitel Telecommunications. Experience with strategic planning and implementation in a business environment. Experience with routing, cabling, installation of network operating systems, switches, VLAN's and interfacing with multiple topologies and environments. Experience in troubleshooting, diagnosis and correction of system failures. Proficient in project management of IS system and technological changes. Experience with WAN communications, troubleshooting and connectivity solution. Background in Tribal or Government programs; gaming operations; HIPAA requirements. Must be available for flexible work schedules; on call as needed. Must comply with tribal drug testing policy. Must apply for and be approved to hold a Ho-Chunk Nation Gaming License. Valid driver's license, dependable transportation and proper insurance. WORKING CONDITIONS: Business casual, ADA-compliant facility.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

CLINIC REGISTERED NURSE

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HOUSE OF WELLNESS

Location: BARABOO/HOW

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 230329C

Qualifications: Graduation from an accredited school of nursing. Two (2) year degree is required. Four (4) year degree is preferred. Possess a current State of Wisconsin RN license in good standing or be eligible for licensure. Possess and maintain current CPR and ACLS certification. Successfully complete the Registered Nurse (RN) skills checklist within 90 days of hire. Possess a valid driver's license, dependable transportation, and vehicle insurance. Must maintain a patient confidentiality in accordance with Department Policy, Privacy Act/HOIPPA regulations. Promote a healthy, non-abusive lifestyle. WORK CONDITIONS: 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. Requires ability to wear gloves and other protective equipment. This position requires compliance with the Indian Child Protection and Family Violence Prevention Act, 25 U.S.C. Part 3207(c) and shall be subject to a background investigation as a condition of employment.

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

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH - WISCONSIN DELLS

Location: BARABOO/HOW

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 230510G

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.

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

OPTOMETRIST

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH

Location: BARABOO/HOW

Submit: Application, Resume and Letter of Application

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 230426N

Qualifications: Graduate of an Accredited School of Optometry. License to practice Optometry in Wisconsin. Must obtain CPR Certification within six months of employment. Must live and promote a healthy, non-abusive lifestyle. Must maintain patient confidentiality in accordance with Department policy, Privacy Act, and HIPAA regulations. Valid driver's license, dependable transportation, and proper insurance. Experienced in the employment of optometric procedures and instrumentation techniques. Optometry clinic is an office setting located in a multi-disciplinary health care facility providing eye and vision care to members and employees of the Ho-Chunk Nation. This position requires compliance with the Indian Child Protection and Family Violence Prevention Act, 25 U.S.C. Part 3207(c) and shall be subject to a background investigation as a condition of employment.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

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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

Closing Date:

Open Until Filled

GAMING COMMISSION - SURVEILLANCE

Location: BARABOO/WI DELLS

Submit: Application and Resume

Pay Rate: 19.63

Status: FULL-TIME

Job Code: 230412K

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

ACCOUNTANT

Closing Date:

Open Until Filled

DEPARTMENT OF TREASURY -

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 21.18

Status: FULL-TIME

Job Code: 230426A

Qualifications: Must have a (4) year degree in accounting. No convictions for any felony or misdemeanor involving dishonesty. Valid driver's license and proper insurance. Must have 2-4 years of working experience in the accounting field. Prefer experience with AS 400 Software. **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

ADMINISTRATION BOARD OF DIRECTORS

Closing Date:

Open Until Filled

DEPARTMENT OF ADMINISTRATION - ADMINISTRATION

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: STIPEND

Status: FULL-TIME

Job Code: 230322G

Qualifications: Board of Directors shall have the requisite skills, knowledge, and education to provide professional and expert advice and recommendations to the Executive Director. Experience of at least two (2) years in a professional field and basic knowledge of the Ho-Chunk Nation government.

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

APPLICATION SPECIALIST

Closing Date:

Open Until Filled

DEPARTMENT OF HERITAGE PRESERVATION - ENROLLMENT

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 18.00

Status: FULL-TIME

Job Code: 230426B

Qualifications: High School Diploma. Two years post-secondary education in Resource Management or Administrative Operations. Associate Degree preferred. Must have Notary Public commission with the State of Wisconsin or acquire commission within 30 to 60 days of start of non-probationary employment. Must have valid driver's license, dependable transportation and proper insurance. Two (2) consecutive years of work experience as an Administrative Operations Manager or related field. Two (2) years' experience in data entry, case management or record management. **WORKING CONDITIONS:** Job duties require long periods of computer usage and sitting. Occasional travel to attend meetings.

NOTICE

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HO-CHUNK NATION JOB POSTING

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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

ASSISTANT COURT CLERK

Closing Date:

Open Until Filled

JUDICIAL BRANCH - TRIBAL COURTS

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 14.86

Status: FULL-TIME

Job Code: 230503A

Qualifications: High school graduate or equivalent. Must be able to pass a comprehensive background check. No felony convictions, no current open criminal cases or civil matters that would reflect negatively on the Judicial Branch. Must be bondable. Valid driver's license, dependable transportation and proper insurance is required. Must complete Tribal Court Clerk Basic and Advanced Training courses within two (2) years of employment. At least two (2) years' experience as an administrative assistant/receptionist. Record and bookkeeping experience and familiarity with tribal programs and operations desirable. Must be able to type 40 words per minute. WORKING CONDITIONS Office setting, courtroom. Any physical demands of the position should be listed on the Physical Demands Worksheet referenced.

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

BANK SUPERVISOR

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-BINGO

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: \$15.89

Status: FULL-TIME

Job Code: 230308B

Qualifications: Knowledge of Generally Accepted Accounting Principles and Procedures. Some knowledge of modern business administration. Ability to speak and write effectively, able to work with minimal supervision, trustworthy. Minimum of two years' experience in general accounting, bookkeeping or responsible cash handling, some work in accounting. Willing and able to complete a University Extension class on how to supervise employees. Keyboard and computer skills desired. MUST BE BONDABLE. No record or felony conviction within the last 10 years. 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

BANKER CASHIER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-BINGO

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: \$12.71

Status: FULL-TIME

Job Code: 230308A

Qualifications: Must have 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. Must have demonstrated competence in the use of mathematical skills. WORKING CONDITIONS Loud, smoky, fast-paced environment. Must be able to lift up to 20lbs.

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

BARTENDER

Closing Date:

5/31/2023

DEPARTMENT OF BUSINESS - HCG-BRF-F&B

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 9.53

Status: FULL-TIME

Job Code: 230517B

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.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

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

BEVERAGE SERVER

Closing Date: 5/31/2023

DEPARTMENT OF BUSINESS - HCG-BRF-F&B

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 8.47

Status: FULL-TIME/PART-TIME/QTR TIME Job Code: 230517C

Qualifications: Will train. Some food experience helpful.

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

BINGO FLOOR CLERK

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-BINGO

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: \$10.59

Status: FULL-TIME

Job Code: 230308D

Qualifications: Must have a 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 be free of money related convictions. Steady and dependable work record with a minimum of one (1) year prior work experience with cash registers. WORKING CONDITIONS: Must be able to stand and walk for long periods of time. Must be able to lift and carry up to 35lbs. Must be able to work in a smoking environment.

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

CASE MANAGER - CHILD AND FAMILY SERVICES

Closing Date: Open Until Filled

DEPARTMENT OF SOCIAL SERVICES - SOCIAL SERVICES

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 230308F

Qualifications: CASE MANAGER- CHILD & FAMILY SERVICES Bachelor's Degree in Human Services or related field is required. Must maintain a valid Wisconsin driver's license and insurance. Must adhere to all applicable confidentiality laws. Must promote a positive, non-abusive, healthy lifestyle. One (1) to two (2) years of experience, demonstrating working knowledge of case management. WORKING CONDITIONS Case Manager will work in the field for 60% of this position but will have office work 40% of the time. Case Manager is required to travel, sometimes during inclement weather. Case Managers may be required to lift up to 50 pounds. Home visits must be conducted, sometimes in unsafe environments. Work hours are subject to change, requiring flexibility as needed.

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

COUNT TEAM MEMBER

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-COUNT

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 18.00

Status: FULL-TIME/PART-TIME/QTR TIME Job Code: 230510R

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 required. One (1) year experience in the knowledge of computer systems, personal computers and applications is preferred. WORKING CONDITIONS: Required to work a flexible schedule including extended hours, weekends and holidays. Must have dexterity in both hands. Work area is NOT smoke, noise or dust free. Ability to squat, twist, bend, lift, carry, grasp, walk, and stand for long periods of time.

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COUNTER SERVER CASHIER

Closing Date: 5/31/2023

DEPARTMENT OF BUSINESS - HCG-BRF-F&B

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 10.59

Status: FULL-TIME/PART-TIME

Job Code: 230517E

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

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

DENTIST

Closing Date: Open Until Filled

DEPARTMENT OF HEALTH - HEALTH

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 230426M

Qualifications: DDS or DMD from an accredited school. Licensed to practice dentistry in the State of Wisconsin. Must be credentialed by the Health Center to practice. Maintain CE continuing education per State of Wisconsin Requirements. Current DEA number in order to prescribe antibiotics and narcotic drugs (Schedule 2, 2N, 3, 3N, 4, 5,). Must promote a healthy, non-abusive lifestyle. Must maintain patient confidentiality in accordance with Department Policy, Privacy Act/HIPAA regulations. Valid driver's license, dependable transportation and proper insurance. **WORKING CONDITIONS:** Dental clinic is an office setting located in a multi-disciplinary health care facility providing dental care to members and employees 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

DINING ROOM PORTER

Closing Date: 5/31/2023

DEPARTMENT OF BUSINESS - HCG-BRF-F&B

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 10.59

Status: FULL-TIME/PART-TIME

Job Code: 230517F

Qualifications: Must be able to lift 50 pounds. Will train, some food service experience helpful. High school diploma or equivalent desired.

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

ENROLLMENT SECRETARY

Closing Date: Open Until Filled

DEPARTMENT OF HERITAGE PRESERVATION - ENROLLMENT

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 13.77

Status: FULL-TIME

Job Code: 230503D

Qualifications: High School Diploma. Must have Notary Public commission or acquire commission within 30-60 days upon start of regular employment. Must have valid driver's license, dependable transportation and proper insurance. Minimum of one-year prior work experience in a comparable position. **WORKING CONDITIONS** Job duties are primarily in the office setting requiring long hours of computer use and long periods of sitting, occasional travel to attend meetings.

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

FRONT DESK MANAGER

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-HOTEL

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 19.06

Status: FULL-TIME

Job Code: 230412B

Qualifications: High school graduate or equivalent, advanced education desirable. Must be bondable. Valid driver's license, dependable transportation and proper insurance. Minimum if three years proven housekeeping experience preferred. **WORKING CONDITIONS:** Position will be primarily in an office/front desk setting. Ability to work varying hours and days including weekends and holidays if needed. Standing, walking, sitting, hearing and visual perception.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

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HEALTH INFORMATION SYSTEMS ENGINEER

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH - HIS

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 230426K

Qualifications: Minimum of 4-year degree in Computer Science or Information Management and 4 years focused job experience. Minimum 2 years supervisory or project management experience. Minimum MCSE in Windows 2000 or 2003, CompTia Network+ Certification. Minimum Specialization (Select one): CCNA Certification, CompTia IT Project + Certification, Mitel Telecommunications. Experience with strategic planning and implementation in a business environment. Experience with routing, cabling, installation of network operating systems, switches, VLAN's and interfacing with multiple topologies and environments. Experience in troubleshooting, diagnosis and correction of system failures Proficient in project management of IS system and technological changes. Experience with WAN communications, troubleshooting and connectivity solution. Background in Tribal or Government programs; gaming operations; HIPAA requirements. Must be available for flexible work schedules; on call as needed. Valid driver's license, dependable transportation and proper insurance. **WORKING CONDITIONS:** Business casual, ADA-compliant facility.

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

HOME CARE SUPERVISOR

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: 230419E

Qualifications: Bachelor's degree in Nursing is required. Master's in Health Care Administration, Business or Nursing preferred. Possess a current State of Wisconsin RN license in good standing. Possess a valid driver's license, dependable transportation, and proof of auto insurance. Possess Cardiopulmonary Resuscitation (CPR) certification or obtain within 90 days of hire. Completes National Incident Management System (NIMS)/Incident Command System (ICS) 100, 700 certification within six (6) months of employment. Must maintain patient confidentiality in accordance with the Privacy Act/HIPAA. Five (5) years of supervisory experience as a registered nurse in home care. Preferred five (5) years of Personal Care Agency experience. Working knowledge and contracting experience with Managed Care Organizations. Possess advanced computer skills and has experience with using Electronic Health Records. **WORKING CONDITIONS:** General office setting in the department facilities as well as 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, atypical or hostile behaviors and/or communication. Traveling is a necessity. Potential exposure to hazardous and bio-hazardous material. Requires use of personal protective equipment

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

INVENTORY CLERK

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-BINGO

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 13.77

Status: FULL-TIME

Job Code: 230510J

Qualifications: Must have a high school diploma or GED. Have demonstrated competence in the use of mathematical skills. Knowledge of inventory control systems and procedures. Ability to count, record and prepare simple accurate records. Ability to lift, move and store heavy objects. Must have a positive mental attitude and be willing to follow through on task assignments. Congenial personality and attitude with a courteous and friendly attitude toward the general public/customers.

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LEAD COOK

Closing Date: 5/31/2023

DEPARTMENT OF BUSINESS - HCG-BRF-F&B

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 13.77

Status: FULL-TIME

Job Code: 2305171

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 Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

NIGHT AUDITOR

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-HOTEL

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 14.83

Status: FULL-TIME

Job Code: 230322D

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 Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

PATIENT SERVICES COORDINATOR

Closing Date: Open Until Filled

DEPARTMENT OF HEALTH - HEALTH-FINANCE BRF

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 230329G

Qualifications: High school diploma or GED. Valid driver's license, dependable transportation, and proper insurance. Must live and promote a healthy lifestyle. Six (6) months experience required in a similar service-orientated industry. One (1) year related work experience preferred. Basic computer knowledge and skills are required. Must ensure that all duties are performed in strict compliance with the Privacy Act/HIPAA in maintaining confidentiality. 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 eight (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, photocopiers, filing cabinets, and other electrical office equipment. Travel may be required for job related trainings.

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

PHARMACIST

Closing Date: Open Until Filled

DEPARTMENT OF HEALTH - PHARMACY

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 230426P

Qualifications: Doctor of Pharmacy (Pharm.D.) from an accredited program or Bachelor of Science in Pharmacy (BS Pharmacy) AND State Board Licensed in the State of Wisconsin. Valid driver's license, dependable transportation and proper insurance. **WORKING CONDITIONS:** Ability to work required long periods of standing, bending, reaching, and lifting boxes of pharmacy supplies weighing fifty pounds or less. Willingness and ability to perform required travel to field locations to provide pharmacy services. Standing and walking are greater than 90% of the time. This position requires compliance with the Indian Child Protection and Family Violence Prevention Act, 25 U.S.C. Part 3207(c) and shall be subject to a background investigation as a condition of employment.

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*Some of the jobs posted may require a gaming license.

*All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

PHARMACY TECHNICIAN CARE COORDINATOR 1

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH CLINIC - BRF

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 16.94

Status: FULL-TIME

Job Code: 230315F

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 a 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 required. 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 Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

PRODUCTION COOK

Closing Date:

5/31/2023

DEPARTMENT OF BUSINESS - HCG-BRF-F&B

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 11.65

Status: FULL-TIME/PART-TIME

Job Code: 230517J

Qualifications: Excellent cooking skills, able to follow proper sanitation and food safety guidelines. High school diploma or GED. 1-3 years of appropriate experience preferred.

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

RESTAURANT BEVERAGE SERVICES SUPERVISOR

Closing Date:

5/31/2023

DEPARTMENT OF BUSINESS - HCG-BRF-F&B

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 13.77

Status: FULL-TIME

Job Code: 230517N

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

REVENUE AUDITOR

Closing Date:

6/1/2023

DEPARTMENT OF BUSINESS - HCG-BRF-REVENUE

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 14.83

Status: FULL-TIME

Job Code: 230517T

Qualifications: Two (2) year Associates Degree in Auditing, Accounting, or Business field is required. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable. Must be able to obtain a Gaming Class II and/or III Gaming License. Minimum of two (2) year auditing or business field experience. WORKING CONDITIONS: Must be able to work varying schedules in order to meet the needs of the operation. Inside work, seated at desk, for the majority of the day. Some lifting and standing required.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

ROOM ATTENDANT

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-HOTEL

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 14.83

Status: FULL-TIME

Job Code: 230405T

Qualifications: Preferred High school diploma or equivalent is preferred. Previous hotel-related experience beneficial. Must be 18 years of age or older. Must be able to read, write, and follow written documentation and verbal instruction. Must be bondable. WORKING CONDITIONS: Must be able to perform the Physical Demand requirements as a Room Attendant. Able to stoop, kneel, reach, push, pull, bend, twist, lift and climb. Position requires visual acuity, color perception, sense of smell, and eye-hand coordination. Continually lift up to 25 pounds occasionally lift up to 50 pounds, and seldom lift up to 100 pounds, with assistance. Must be able to work in a smoking environment. Must be able to work holidays, weekends, varying hours, and forty-hours/week. Must be able to work with various chemicals. Must be able to wear Personal Protective Equipment, including required Safety Shoes. Must be able to take orders, receive multiple requests, follow directions, complete a high workload of duties, complete additional training, and adhere to a dress code. 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

SENIOR AUDITOR

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-REVENUE

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 18.00

Status: FULL-TIME

Job Code: 230419L

Qualifications: Must have strong analytical, technical and organizational skills. Must have effective personnel management skills. Must have working knowledge of computer systems and IRS reporting requirements. Computer and supervisory skills desirable. Proficiency in communication skills. Minimum two year degree, preferably in financial or business field, with GPA of 3.0 (B) or better or comparable educational and/or life 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

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 19.06

Status: FULL-TIME

Job Code: 230426U

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. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. WORKING CONDITIONS: While performing the duties of this job, the employee is subject to inside environmental conditions such as secondhand tobacco smoke. The noise level in the work environment is usually moderate.

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

SLOT SERVICE TECHNICIAN I

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 12.71

Status: FULL-TIME

Job Code: 230426V

Qualifications: High School Diploma or GED certificate is required. All casino employees will be subject to the Criminal and Background restrictions of the HCN. Must be bondable and licensable according to tribal policy. Must have one (1) year money handling experience. WORKING CONDITIONS: Must have the ability and willingness to work assigned schedule which includes nights, weekends and holidays as required. Cannot be color blind. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, fumes or airborne particles, risk of electrical shock and second hand tobacco smoke. The noise level in the work environment is usually moderate.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

SLOT SERVICE TECHNICIAN III

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 20.12

Status: FULL-TIME

Job Code: 230426X

Qualifications: High School Diploma or GED certificate is required. A two (2) year Degree in Electronics preferred. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must have one (1) year prior experience as a Slot Service Technician II or higher, and a total of two (2) years' experience in Slot Floor Operations or Repair or equivalent experience in related field. Must be bondable and licensable according to tribal policy. **WORKING CONDITIONS:** Ability and willingness to work assigned schedule that will include nights, weekends and holidays is required. Cannot be colorblind. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, fumes or airborne particles, risk of electric shock and secondhand tobacco smoke. The noise level in the work environment is usually moderate.

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

SURVEILLANCE AGENT

Closing Date:

Open Until Filled

GAMING COMMISSION - HCG-BRF-SURVEILLANCE

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 18.00

Status: FULL-TIME

Job Code: 230322F

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

WOMEN'S RECOVERY ADVOCATE 1ST - 7AM - 3PM

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - BEHAVIORAL HEALTH

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 13.77

Status: FULL-TIME

Job Code: 230503H

Qualifications: High School Diploma or equivalent required. Graduate of State of Wisconsin Peer Specialist Training; certified in Wisconsin as a Certified Peer Specialist or become certified within one (1) year of hire. Must be 21 years of age or older. Must be free from problematic substance use for at least two (2) years immediately preceding hiring. Trained in Applied Suicide Intervention Skills Training (ASIST) and/or Safe TALK. Certified in Crisis Prevention Intervention (CPI) – nonviolent or become certified within one (1) year of hire. CPR certification or become certified within three (3) months of hire. Must have a valid driver's license and insurance. Must promote a healthy, non-abusive lifestyle. Must be able to maintain confidentiality. Lived experience with mental health, substance use, and co-occurring needs and knowledge of recovery principles. Must have experience or desire to work with people who have substance abuse disorders. Prior experience working with individuals with substance use disorders and co-occurring mental health disorders, preferred but not required. Experience with recovery processes. Experience with computers including Microsoft Windows, Word, Outlook, Excel, internet and email. **WORKING CONDITIONS:** Frequent sitting. Frequent walking. Must be able to climb stairs. Must be able to lift 25 pounds. Must be able to work with a diverse group of people. Must be respectful of diverse economic and cultural backgrounds. Must be able to work with residents in different stages of recovery. Must be able to work in stressful and unpredictable situations. Must stay awake during overnight hours. Some travel required.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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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

WOMEN'S RECOVERY ADVOCATE 2ND SHIFT

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - BEHAVIORAL HEALTH

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 15.07

Status: FULL-TIME

Job Code: 230503I

Qualifications: High School Diploma or equivalent required. Graduate of State of Wisconsin Peer Specialist Training; certified in Wisconsin as a Certified Peer Specialist or become certified within one (1) year of hire. Must be 21 years of age or older. Must be free from problematic substance use for at least two (2) years immediately preceding hiring. Trained in Applied Suicide Intervention Skills Training (ASIST) and/or Safe TALK. Certified in Crisis Prevention Intervention (CPI) – nonviolent or become certified within one (1) year of hire. CPR certification or become certified within three (3) months of hire. Must have a valid driver's license and insurance. Must promote a healthy, non-abusive lifestyle. Must be able to maintain confidentiality. Lived experience with mental health, substance use, and co-occurring needs and knowledge of recovery principles. Must have experience or desire to work with people who have substance abuse disorders. Prior experience working with individuals with substance use disorders and co-occurring mental health disorders, preferred but not required. Experience with recovery processes. Experience with computers including Microsoft Windows, Word, Outlook, Excel, internet and email. **WORKING CONDITIONS:** Frequent sitting. Frequent walking. Must be able to climb stairs. Must be able to lift 25 pounds. Must be able to work with a diverse group of people. Must be respectful of diverse economic and cultural backgrounds. Must be able to work with residents in different stages of recovery. Must be able to work in stressful and unpredictable situations. Must stay awake during overnight hours. Some travel required.

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

WOMEN'S RECOVERY ADVOCATE 3RD SHIFT

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - BEHAVIORAL HEALTH

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 16.37

Status: FULL-TIME

Job Code: 230503J

Qualifications: High School Diploma or equivalent required. Graduate of State of Wisconsin Peer Specialist Training; certified in Wisconsin as a Certified Peer Specialist or become certified within one (1) year of hire. Must be 21 years of age or older. Must be free from problematic substance use for at least two (2) years immediately preceding hiring. Trained in Applied Suicide Intervention Skills Training (ASIST) and/or Safe TALK. Certified in Crisis Prevention Intervention (CPI) – nonviolent or become certified within one (1) year of hire. CPR certification or become certified within three (3) months of hire. Must have a valid driver's license and insurance. Must promote a healthy, non-abusive lifestyle. Must be able to maintain confidentiality. Lived experience with mental health, substance use, and co-occurring needs and knowledge of recovery principles. Must have experience or desire to work with people who have substance abuse disorders. Prior experience working with individuals with substance use disorders and co-occurring mental health disorders, preferred but not required. Experience with recovery processes. Experience with computers including Microsoft Windows, Word, Outlook, Excel, internet and email. **WORKING CONDITIONS:** Frequent sitting. Frequent walking. Must be able to climb stairs. Must be able to lift 25 pounds. Must be able to work with a diverse group of people. Must be respectful of diverse economic and cultural backgrounds. Must be able to work with residents in different stages of recovery. Must be able to work in stressful and unpredictable situations. Must stay awake during overnight hours. Some travel required.

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

YOUTH COORDINATOR

Closing Date:

8/10/2023

DEPARTMENT OF SOCIAL SERVICES - YOUTH SERVICES

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 15.89

Status: FULL-TIME

Job Code: 230510Q

Qualifications: High School Diploma or equivalent. Must adhere to all applicable confidentiality laws. Must lead a non-abusive lifestyle; alcohol-free, substance-free, and free of domestic violence required throughout employment. CPR certified or must be certified within 90 days of hire. Must maintain a valid Wisconsin driver's license, dependable transportation, and insurance. Two (2) years' experience working with youth in a structured program. Working experience facilitating youth discussion groups. Working experience with Microsoft; Outlook, Word, Excel, Access, PowerPoint and Publisher. Office setting. Classroom setting. Transportation setting. Large group setting. Frequent travel as assigned. This position requires compliance with the Indian Child Protection and Family Violence Prevention Act, 25 U.S.C. Part 3207(c) and shall be subject to a background investigation as a condition of employment.

- N** *Ho-Chunk Preference will be applied in hiring.
- O** *A completed application and resume (if specified) must be submitted and received in the appropriate Personnel or Human Resource office (identified above) no later than 4:00pm on the closing date to be considered for the posted position.
- T** *All applicants will be subject to the Ho-Chunk Nation Drug, Alcohol and Controlled Substance Policy.
- E** *Some of the jobs posted may require a gaming license.
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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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GAMING INTERNAL AUDITOR

Closing Date: 7/19/2023

LEGISLATIVE - GAMING COMMISSION

Location: BRF/TOMAH

Submit: Application and Resume

Pay Rate: 17.00

Status: FULL-TIME

Job Code: 230419B

Qualifications: Minimum if two (2) years of higher education in financial or business related field; or must have at least four (4) years of experience specific to the Tribal gaming industry. All employees will be subject to the criminal and civil background investigation and must exceed the requirements of suitability for employment as mandated by the Ho-Chunk Nation's Gaming Ordinance and the Indian Gaming Regulatory Act. Must be a Certified Internal Auditor or achieve this designation within two (2) years of employment to maintain position. MUST BE BONDABLE. Must be able to obtain and maintain a Class II and Class III gaming license. Valid driver's license, dependable transportation and proper insurance. Four (4) years' experience in Tribal Gaming. WORKING CONDITIONS: office setting environment. Must be able to work in a high stress environment. Occasional travel may be required to fulfill effectively above job description functions. Occasional evenings, weekends and/or holidays may be required to fulfill effectively above job description functions.

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

SECURITY OFFICER

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SECURITY

Location: BRF/TOMAH

Submit: Application

Pay Rate: 15.89

Status: FULL-TIME

Job Code: 230322E

Qualifications: Must be certified in First Aid and CPR. Must have basic knowledge of investigative procedures. MUST BE BONDABLE. Must be able to read, write and understand English. Must be able to speak effectively and clearly. Must be familiar with or willing to learn about alarm, access control, and identification systems and uses. Must have a basic knowledge or be willing to learn about security procedures, techniques, and systems. Must be of sound character with the ability to make sound judgments. Must have the ability to write clear and concise reports, and be able to work well with other casino and Tribal personnel. Must be able to take direction and complete all tasks and assignments in a timely manner. Must be physically able of performing all duties. Must have a high school diploma or GED equivalent. Must have a minimum of one year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two years military service. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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

TRUCK DRIVER - HOUSING

Closing Date: Open Until Filled

DEPARTMENT OF HOUSING - HOUSING & PUBLIC WORKS

Location: BRF/TOMAH

Submit: Application

Pay Rate: 18.00

Status: FULL-TIME

Job Code: 230405X

Qualifications: High School Diploma or equivalent required. Possess a good driving record (at least one year with no driving violations). Must possess and maintain a valid class D regular driver's license and CDL with A, B, C endorsements. Must have dependable transportation and vehicle insurance. Must have knowledge of OSHA safety regulations pertaining to operating heavy equipment. Please refer to the physical demands worksheet for the physical demands of this position. Must be able to work in all conditions including but not limited to extremely hot/cold conditions. Must be able to work all scheduled shifts including overtime availability.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

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

GUEST SERVICE REPRESENTATIVE

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - CAMPGROUND & RV

Location: LYNDON STATION

Submit: Application and Resume

Pay Rate: 14.00

Status: FULL-TIME

Job Code: 230405J

Qualifications: High school graduate or equivalent. Must have valid driver's license, dependable transportation, and proper insurance. Must have 1 year of customer service experience. Must have a minimum of 3 months of cash handling experience. Previous experience with a Hotel Property Management System preferred. WORKING CONDITIONS: Office setting with ability to stand for long period of time. Able to work carried hours, shifts, including evening, and weekends if needed.

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

MAINTENANCE SPECIALIST

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - CAMPGROUND & RV

Location: LYNDON STATION

Submit: Application and Resume

Pay Rate: 15.08

Status: FULL-TIME

Job Code: 230405N

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 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

BEVERAGE SERVICES MANAGER (2ND SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application and Resume

Pay Rate: 18.14

Status: FULL-TIME

Job Code: 230510C

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

CAGE CASHIER (7/8 pm - 2:30/3:30am)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-CAGE

Location: MADISON

Submit: Application

Pay Rate: 15.73 PLUS TIPS

Status: FULL-TIME

Job Code: 230510E

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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HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

CAGE CASHIER (3PM - 11:30PM)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-CAGE

Location: MADISON

Submit: Application

Pay Rate: 15.73 PLUS TIPS Status: FULL-TIME

Job Code: 230510F

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.

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

DINING ROOM SERVICE MANAGER (2ND SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application and Resume

Pay Rate: 18.14 Status: FULL-TIME

Job Code: 230503C

Qualifications: College degree or related experience. Minimum 3 years previous Restaurant Management Supervision.

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

E.S HEAVY DUTY CLEANER (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application

Pay Rate: 16.93 Status: FULL-TIME/PART-TIME

Job Code: 230301A

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. Minimum of one (1) year experience of utilizing industrial machinery preferred. 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. All conditions related to weather. Must be able to stoop, kneel, reach, stretch, push, pull, bend, twist, lift, and climb.

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

ENVIRONMENTAL SERVICE SUPERVISOR (2ND-3RD)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application

Pay Rate: 20.56 Status: FULL-TIME

Job Code: 230301B

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.

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*Ho-Chunk Preference will be applied in hiring.

*A completed application and resume (if specified) must be submitted and received in the appropriate Personnel or Human Resource office (identified above) no later than 4:00pm on the closing date to be considered for the posted position.

*All applicants will be subject to the Ho-Chunk Nation Drug, Alcohol and Controlled Substance Policy.

*Some of the jobs posted may require a gaming license.

*All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

FACILITIES PERSON

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application

Pay Rate: 14.51

Status: FULL-TIME

Job Code: 230426I

Qualifications: High school diploma or equivalent. No experience needed, will train. Basic knowledge of electrical, plumbing, masonry, carpentry and grounds preferred. Basic knowledge of inventory of all units, tools, and materials of real property preferred. Basic knowledge of techniques involved in inspections, analyzing and repair of simple to complex maintenance problems preferred. Basic knowledge of chemical usage, storage, and disposal preferred. Basic knowledge of personal protective equipment preferred. Must be bondable. Able to work night, weekends, and holidays as assigned. Must have dependable transportation. 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 - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

FOOD SERVER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application

Pay Rate: 9.68

Status: FULL-TIME/PART-TIME

Job Code: 230405F

Qualifications: High school diploma or equivalent desired.

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

LEAD COOK

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application

Pay Rate: 15.73

Status: FULL-TIME/PART-TIME

Job Code: 230405M

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

MAINTENANCE SPECIALIST

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application and Resume

Pay Rate: 15.99

Status: FULL-TIME

Job Code: 230510L

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 Smoking environment. All conditions from hot/humid to sub-zero weather.

NOTE

*Ho-Chunk Preference will be applied in hiring.

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*All applicants will be subject to the Ho-Chunk Nation Drug, Alcohol and Controlled Substance Policy.

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*All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

PRODUCTION COOK

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application

Pay Rate: 13.30

Status: FULL-TIME/PART-TIME

Job Code: 230405R

Qualifications: Excellent cooking skills, able to follow proper sanitation and food safety guidelines. High school diploma or GED. 1-3 years of appropriate experience preferred.

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

PROMOTION HOST/ HOSTESS

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-MARKETING

Location: MADISON

Submit: Application

Pay Rate: 16.93

Status: FULL-TIME

Job Code: 230426Q

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. No experience is required. 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

SECURITY OFFICER - VARIES

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SECURITY

Location: MADISON

Submit: Application and Resume

Pay Rate: 18.14

Status: FULL-TIME

Job Code: 230315I

Qualifications: Must be certified in First Aid and CPR. Must have basic knowledge of investigative procedures. MUST BE BONDABLE. Must be able to read, write and understand English. Must be able to speak effectively and clearly. Must be familiar with or willing to learn about alarm, access control, and identification systems and uses. Must have a basic knowledge or be willing to learn about security procedures, techniques, and systems. Must be of sound character with the ability to make sound judgments. Must have the ability to write clear and concise reports, and be able to work well with other casino and Tribal personnel. Must be able to take direction and complete all tasks and assignments in a timely manner. Must be physically able of performing all duties. Must have a high school diploma or GED equivalent. Must have a minimum of one year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two years military service. 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 FLOORPERSON (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SLOTS

Location: MADISON

Submit: Application

Pay Rate: 13.30

Status: PART-TIME

Job Code: 230301J

Qualifications: High School Diploma or GED certificate is required. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and licensable according to tribal policy. Must have accounting or money handling experience. Must be able to read, write and understand English. Knowledge of condition codes on machines helpful, but not required. Must have basic computer skills. Good communication and public relations skills. WORKING CONDITIONS: Must have the ability and willingness to work assigned schedule which includes nights, weekends and holidays as required. Must have dexterity in both hands, ability to carry up to 30 pounds. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts; fumes or airborne particles; risk of electrical shock and second hand tobacco smoke. The noise level in the work environment is usually moderate.

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*Some of the jobs posted may require a gaming license.

*All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

SLOT SERVICE SUPERVISOR

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SLOTS

Location: MADISON

Submit: Application

Pay Rate: 21.77

Status: FULL-TIME

Job Code: 230412H

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 All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

WORKING CONDITIONS: While performing the duties of this job, the employee is subject to inside environmental conditions such as second hand tobacco smoke. The 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

SLOT SERVICE TECHNICIAN II (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SLOTS

Location: MADISON

Submit: Application

Pay Rate: 18.14

Status: FULL-TIME

Job Code: 230301L

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

WORKING CONDITIONS: Ability and willingness to work assigned schedule that will include nights, weekends and holidays is required. Cannot be color blind. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, fumes or airborne particles, risk of electrical shock and second hand tobacco smoke. The 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

SURVEILLANCE AGENT

Closing Date:

Open Until Filled

LEGISLATIVE - GAMING COMMISSION

Location: MADISON

Submit: Application

Pay Rate: 20.56

Status: FULL-TIME

Job Code: 230419M

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 - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

CAGE CASHIER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-CAGE

Location: NEKOOSA

Submit: Application

Pay Rate: 13.99

Status: FULL-TIME

Job Code: 230517D

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

POST DATE: 5/24/2023

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

COMMUNITY OUTREACH SPECIALIST

Closing Date: 7/24/2023

DEPARTMENT OF ADMINISTRATION - FACILITIES

Location: NEKOOSA

Submit: Application

Pay Rate: 19.39

Status: FULL-TIME

Job Code: 230510H

Qualifications: High School diploma, Associate's degree preferred. Requires a complete Criminal Background Investigation. Must become a notary public and maintain throughout employment. Valid driver's license and proper insurance required. Three (3) years' work experience in office setting or community based service. Preferred experience may also be included. Proficiency with office computer equipment and software. WORKING CONDITIONS: Must be able to stoop, kneel, reach, stretch, push, pull, bend, twist, lifts, and climb. Must have visual acuity, eye-hand coordination, and ability to hear verbal interaction. Must be able to lift up to 10 pounds

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 TAU

Closing Date: Open Until Filled

DEPARTMENT OF SOCIAL SERVICES - TRIBAL AGING UNIT

Location: NEKOOSA

Submit: Application and Resume

Pay Rate: 15.06

Status: FULL-TIME

Job Code: 230412E

Qualifications: Must have high school diploma or equivalent. Must maintain a valid Wisconsin driver's license and insurance. Must have or acquire a CPR certificate. Must promote a positive, non-abusive, healthy lifestyle. Must adhere to all applicable confidentiality laws. Must have two (2)-four (4) years' experience in home maintenance and repair. Experience in safety, handling saws, hammers, and power tools related to job assignment. WORKING CONDITIONS Must be willing to work in all types of weather conditions and be willing to travel to various locations as needed. Conditions will vary outdoor heat and cold, cramped work areas, some night work, winter travel under varying road conditions. Continuous lifting, carrying, pushing, and/or pulling, climbing and balancing, stooping, kneeling, crouching, crawling, walking and standing. Must have ability to work nights and weekends as needed.

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

PROMOTIONS HOST / HOSTESS

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-MARKETING

Location: NEKOOSA

Submit: Application

Pay Rate: 15.06

Status: FULL-TIME

Job Code: 230426R

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. No experience is required. 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 - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

PROMOTIONS SHIFT SUPERVISOR

Closing Date: 5/31/2023

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-MARKETING

Location: NEKOOSA

Submit: Application

Pay Rate: 17.21

Status: FULL-TIME

Job Code: 230517L

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. No experience is required. Prior supervisory experience is preferred. Customer service experience is preferred. Word processing background is preferred. WORKING CONDITIONS: 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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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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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

RETAIL ASSOCIATE

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - WHITETAIL - NEKOOSA

Location: NEKOOSA

Submit: Application and Resume

Pay Rate: 15.06

Status: FULL-TIME

Job Code: 230426S

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 Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

SECURITY OFFICER (B)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA

Location: NEKOOSA

Submit: Application

Pay Rate: 16.14

Status: FULL-TIME

Job Code: 230426T

Qualifications: Must be certified in First Aid and CPR. Must have basic knowledge of investigative procedures. MUST BE BONDABLE. Must be able to read, write and understand English. Must be able to speak effectively and clearly. Must be familiar with or willing to learn about alarm, access control, and identification systems and uses. Must have a basic knowledge or be willing to learn about security procedures, techniques, and systems. Must be of sound character with the ability to make sound judgments. Must have the ability to write clear and concise reports, and be able to work well with other casino and Tribal personnel. Must be able to take direction and complete all tasks and assignments in a timely manner. Must be physically able of performing all duties. Must have a high school diploma or GED equivalent. Must have a minimum of one year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two years military service. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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

SLOT SERVICE TECHNICIAN I

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-SLOTS

Location: NEKOOSA

Submit: Application

Pay Rate: 12.91 + tips

Status: FULL-TIME

Job Code: 230308R

Qualifications: High School Diploma or GED certificate is required. All casino employees will be subject to the Criminal and Background restrictions of the HCN. Must be bondable and licensable according to tribal policy. Must have one (1) year money handling experience. WORKING CONDITIONS: Must have the ability and willingness to work assigned schedule which includes nights, weekends and holidays as required. Cannot be color blind. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, fumes or airborne particles, risk of electrical shock and second hand tobacco smoke. The noise level in the work environment is usually moderate.

NOTE

*Ho-Chunk Preference will be applied in hiring.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

SURVEILLANCE AGENT - SWINGS/GRAVES

Closing Date:

Open Until Filled

GAMING COMMISSION - HCG-NEKOOSA-SURVEILLANCE

Location: NEKOOSA

Submit: Application

Pay Rate: 18.29

Status: FULL-TIME

Job Code: 230315K

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

WOMEN'S RECOVERY SPECIALIST (8AM - 4:30PM)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - BEHAVIORAL HEALTH

Location: NEKOOSA/WITTENBERG

Submit: Application

Pay Rate: 17.73

Status: FULL-TIME

Job Code: 230517S

Qualifications: Must have a high school diploma or equivalent. Graduate of State of Wisconsin Peer Specialist Training; certified in Wisconsin as a Certified Peer Specialist OR become certified within one (1) year of hire. Must be 21 years of age or older. Must be free from problematic substance use for at least two (2) years immediately preceding hiring. CPR certification. Certified Peer Recovery Specialist preferred. Must have a valid driver's license (with safe driving record), automobile and sufficient insurance. Must promote a healthy non-abusive lifestyle. Lived experience with mental health, substance use, and co-occurring needs and knowledge of recovery principles. Must have experience or desire to work with people who have substance abuse disorders. Experience with computers including; Microsoft Windows, Word, Outlook and Excel. Internet and email. Experience with advocating for people who need help. **WORKING CONDITION:** Work is performed primarily in the community serving people with mental health, substance use and life needs. Work schedule to meet the needs of the people being served. It requires an ability to go up and down stairs and lift/carry 20 pounds. Must be able to work in a diverse group of people. Must be respectful of diverse economic and cultural backgrounds. Must be able to work with residents in different stages of recovery. Must be able to work in stressful and unpredictable situations. Must be able to transport residents to appointments.

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

COUNT TEAM MEMBER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-COUNT

Location: TOMAH

Submit: Application and Resume

Pay Rate: 18.31

Status: PART-TIME/QTR TIME

Job Code: 230510I

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 required. One (1) year experience in the knowledge of computer systems, personal computers and applications is preferred. **WORKING CONDITIONS:** Required to work a flexible schedule including extended hours, weekends and holidays. Must have dexterity in both hands. Work area is NOT smoke, noise or dust free. Ability to squat, twist, bend, lift, carry, grasp, walk, and stand for long periods of time.

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*Ho-Chunk Preference will be applied in hiring.

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*Some of the jobs posted may require a gaming license.

*All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

EXECUTIVE DIRECTOR

Closing Date: 5/31/2023

HO-CHUNK HOUSING AND COMMUNITY DEVELOPMENT AGENCY -

Location: TOMAH

Submit: Application, Resume and Letter of Application Pay Rate: DOQ Status: FULL-TIME Job Code: 230517G

Qualifications: Applicant should possess a bachelor's degree in Business, Social Services or Public Administration or related field. Four (4) years of managerial work experience in housing, three (3) years supervisory and management experience or any combination of academic education, professional training or work experience that demonstrates the ability to perform the duties of the position. Thorough knowledge of social, cultural, governmental, community issues, and economic development. Experience in HUD programs is most desirable. Valid driver's license, 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 Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

GRANTS PROGRAM MANAGER

Closing Date: Open Until Filled

DEPARTMENT OF HOUSING - HOUSING

Location: TOMAH

Submit: Application and Resume Pay Rate: 21.32 Status: FULL-TIME Job Code: 230419C

Qualifications: Minimum of two (2) year business degree. Minimum of 2-3 years' experience working directly with grant funded programs and financial reporting requirements. No convictions for any felony or for a misdemeanor involving dishonesty or breach of public trust. Valid driver's license, dependable transportation and proper insurance. WORKING CONDITIONS: Works 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

RETAIL ASSOCIATE (2ND SHIFT)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - WHITETAIL - TOMAH

Location: TOMAH

Submit: Application Pay Rate: 15.03 Status: FULL-TIME Job Code: 230405S

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 - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

SECURITY OFFICER (B)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-TOMAH-CASINO

Location: TOMAH

Submit: Application and Resume Pay Rate: 16.15 Status: FULL-TIME Job Code: 230412F

Qualifications: SECURITY OFFICER (B) Must be certified in First Aid and CPR. Must have basic knowledge of investigative procedures. MUST BE BONDABLE. Must be able to read, write and understand English. Must be able to speak effectively and clearly. Must be familiar with or willing to learn about alarm, access control, and identification systems and uses. Must have a basic knowledge or be willing to learn about security procedures, techniques, and systems. Must be of sound character with the ability to make sound judgments. Must have the ability to write clear and concise reports, and be able to work well with other casino and Tribal personnel. Must be able to take direction and complete all tasks and assignments in a timely manner. Must be physically able of performing all duties. Must have a high school diploma or GED equivalent. Must have a minimum of one year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two years military service. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

- N** *Ho-Chunk Preference will be applied in hiring.
- O** *A completed application and resume (if specified) must be submitted and received in the appropriate Personnel or Human Resource office (identified above) no later than 4:00pm on the closing date to be considered for the posted position.
- T** *All applicants will be subject to the Ho-Chunk Nation Drug, Alcohol and Controlled Substance Policy.
- E** *Some of the jobs posted may require a gaming license.
- *All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

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

SLOT SERVICE TECHNICIAN I

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-TOMAH-CASINO

Location: TOMAH

Submit: Application

Pay Rate: 12.92

Status: FULL-TIME

Job Code: 230308S

Qualifications: High School Diploma or GED certificate is required. All casino employees will be subject to the Criminal and Background restrictions of the HCN. Must be bondable and licensable according to tribal policy. Must have one (1) year money handling experience. WORKING CONDITIONS: Must have the ability and willingness to work assigned schedule which includes nights, weekends and holidays as required. Cannot be color blind. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, fumes or airborne particles, risk of electrical shock and second hand tobacco smoke. The noise level in the work environment is usually moderate.

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

SLOT SERVICE TECHNICIAN II

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-TOMAH-CASINO

Location: TOMAH

Submit: Application

Pay Rate: 16.15

Status: FULL-TIME

Job Code: 230308T

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 Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

LAW ENFORCEMENT OFFICER

Closing Date:

Open Until Filled

DEPARTMENT OF JUSTICE - HO-CHUNK POLICE DEPARTMENT

Location: WI. DELLS

Submit: Application, Resume and Transcripts

Pay Rate: 24.25

Status: FULL-TIME

Job Code: 230510K

Qualifications: Completed at least a two (2) year Associate Degree from an accredited collegiate or technical college in Criminal Justice or Law Enforcement. Must not be convicted of any felony or domestic abuse violation or any other conviction in other states that would constitute a felony in the State of Wisconsin in order to qualify for carrying a firearm. Must be able to pass a formal comprehensive background check. Must be a certified law enforcement officer by the State of Wisconsin Training and Standards Board or have the capacity to attain this certification within six (6) months of start of employment. Must maintain residency in one of the 14 county service areas within the Ho-Chunk Nation. Must have a valid Wisconsin motor vehicle operator's license and proper insurance. Shall have at least two (2) years' experience working in the field of law enforcement. Professional training/experience firing weapons. Experience with defensive driving. Experience operating police equipment, i.e. radios, sirens, maneuvering vehicle during a car chase. WORKING CONDITIONS Patrolling Ho-Chunk Nation communities and properties on Ho-Chunk Nation lands.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

CASINO HOST - HOSTESS

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-MARKETING

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 15.51

Status: FULL-TIME

Job Code: 230405KK

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 and hold a gaming license throughout employment. Previous Casino Host experience or Player Development in a gaming operation. Gaming industry experience is preferred. Customer service experience is preferred. WORKING CONDITIONS Office setting. Must have the ability and willingness to work assigned schedule including nights, weekends, holidays and extended unscheduled hours when required to meet operational needs. 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.

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

COUNT TEAM MEMBER - GRAVES

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-COUNT

Location: WITTENBERG

Submit: Application

Pay Rate: 18.84

Status: FULL-TIME/PART-TIME

Job Code: 230315A

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 required. One (1) year experience in the knowledge of computer systems, personal computers and applications is preferred. WORKING CONDITIONS: Required to work a flexible schedule including extended hours, weekends and holidays. Must have dexterity in both hands. Work area is NOT smoke, noise or dust free. Ability to squat, twist, bend, lift, carry, grasp, walk, and stand for long periods of time.

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

DISHWASHER (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 11.08

Status: FULL-TIME/PART-TIME

Job Code: 230301E

Qualifications: Promotes positive public relations and employee relations. Must maintain confidentiality. Proper cleaning, handling, sanitation and storage of dishes, silverware, glassware, pot, and pans. Maintain dishwashing equipment; keep work area clean, orderly and sanitized. Maintain and enforce health standards. Able to maintain proper food safety and sanitation procedures. Will train. High school diploma or equivalent desired.

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

GRAPHIC DESIGNER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-MARKETING

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 19.94

Status: FULL-TIME

Job Code: 230412D

Qualifications: Bachelor's Degree in Graphic Design from an accredited 4-year college or university. 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, dependable transportation and proper insurance. At least three years of experience in graphic design or related field. At least three years of experience producing computerized graphics within a PC or Macintosh environment. Experience in web page design WORKING CONDITIONS Office setting. 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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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

GROUP SALES REPRESENTATIVE

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-MARKETING

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 17.73

Status: FULL-TIME

Job Code: 230517H

Qualifications: High School diploma or equivalent. Two years of college education 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. Minimum of two (2) years prior experience in Customer Service, Sales or Gaming Operations. WORKING CONDITIONS Office setting. Ability to work varying hours and days including 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.

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

GUEST SERVICE REPRESENTATIVE

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITT- HOTEL

Location: WITTENBERG

Submit: Application

Pay Rate: 14.40

Status: FULL-TIME

Job Code: 230426J

Qualifications: High school graduate or equivalent. Must have 1 year of customer service experience. Must have a minimum of 3 months of cash handling experience. Requires keyboarding, standing, walking, writing, and hearing and visual perception. Must have dependable transportation. WORKING CONDITIONS: Office setting.

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

NIGHT AUDITOR

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITT- HOTEL

Location: WITTENBERG

Submit: Application

Pay Rate: 15.51

Status: FULL-TIME

Job Code: 230426O

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 Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

OFFICE MANAGER

Closing Date:

Open Until Filled

DEPARTMENT OF SOCIAL SERVICES - TRIBAL AGING UNIT

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 18.84

Status: FULL-TIME

Job Code: 230510M

Qualifications: High School Diploma or GED certificate is required. Associate's or Bachelor's Degree in Business Administration preferred or equivalent related work experience. Minimum four (4) years of office management experience required. Must be able to type 45 WPM. Must be bondable and licensable according to tribal policy. Must be proficient in Microsoft applications. Must pass Office Manager Test at time of interview.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

PROMOTIONS MANAGER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-MARKETING

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 18.84

Status: FULL-TIME

Job Code: 230517K

Qualifications: High School diploma or equivalent is required. Two (2) years of college 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 three (3) years' in advertising, special events, or promotion. Marketing management experience preferred. Gaming industry background is preferred. 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.

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

RESTAURANT BEVERAGE SERVICES SUPERVISOR

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application, Resume and Letter of Application

Pay Rate: 14.40

Status: FULL-TIME

Job Code: 230517O

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

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

RETAIL ASSOCIATE

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - WHITETAILE-WITTENBERG

Location: WITTENBERG

Submit: Application

Pay Rate: \$15.51

Status: FULL-TIME

Job Code: 230315G

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 - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

ROOM ATTENDANT

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITT- HOTEL

Location: WITTENBERG

Submit: Application

Pay Rate: 15.51

Status: FULL-TIME/PART-TIME

Job Code: 230503G

Qualifications: Preferred High school diploma or equivalent is preferred. Previous hotel-related experience beneficial. Must be 18 years of age or older. Must be able to read, write, and follow written documentation and verbal instruction. Must be bondable. WORKING CONDITIONS: Must be able to perform the Physical Demand requirements as a Room Attendant. Able to stoop, kneel, reach, push, pull, bend, twist, lift and climb. Position requires visual acuity, color perception, sense of smell, and eye-hand coordination. Continually lift up to 25 pounds occasionally lift up to 50 pounds, and seldom lift up to 100 pounds, with assistance. Must be able to work in a smoking environment. Must be able to work holidays, weekends, varying hours, and forty-hours/week. Must be able to work with various chemicals. Must be able to wear Personal Protective Equipment, including required Safety Shoes. Must be able to take orders, receive multiple requests, follow directions, complete a high workload of duties, complete additional training, and adhere to a dress code. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

SECURITY OFFICER

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-SECURITY

Location: WITTENBERG

Submit: Application

Pay Rate: 16.62

Status: FULL-TIME

Job Code: 230405U

Qualifications: Must be certified in First Aid and CPR. Must have basic knowledge of investigative procedures. MUST BE BONDABLE. Must be able to read, write and understand English. Must be able to speak effectively and clearly. Must be familiar with or willing to learn about alarm, access control, and identification systems and uses. Must have a basic knowledge or be willing to learn about security procedures, techniques, and systems. Must be of sound character with the ability to make sound judgments. Must have the ability to write clear and concise reports, and be able to work well with other casino and Tribal personnel. Must be able to take direction and complete all tasks and assignments in a timely manner. Must be physically able of performing all duties. Must have a high school diploma or GED equivalent. Must have a minimum of one year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two years military service. 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

SLOT SERVICE SUPERVISOR

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-SLOTS

Location: WITTENBERG

Submit: Application

Pay Rate: 19.94

Status: FULL-TIME

Job Code: 230405V

Qualifications: Must have a high school diploma or an equivalent. Must be bondable and be licensable according to Tribal Policy. Must have one (1) year of experience in the slot floor operations and/or repair. Must have one (1) year of supervisory experience. 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

SLOT SERVICE TECHNICIAN II

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-SLOTS

Location: WITTENBERG

Submit: Application

Pay Rate: 16.62

Status: FULL-TIME

Job Code: 230426W

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 - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

SOUS CHEF

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application, Resume and Letter of Application

Pay Rate: 18.84

Status: FULL-TIME

Job Code: 230517R

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.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 5/24/2023

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

SURVEILLANCE AGENT

Closing Date: 7/11/2023

LEGISLATIVE - GAMING COMMISSION

Location: WITTENBERG

Submit: Application

Pay Rate: 18.84

Status: FULL-TIME

Job Code: 230419N

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 - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

SURVEILLANCE INVESTIGATOR

Closing Date: Open Until Filled

LEGISLATIVE - GAMING COMMISSION

Location: WITTENBERG

Submit: Application

Pay Rate: 19.94

Status: FULL-TIME

Job Code: 230419O

Qualifications: Must have two (2) years of higher education and three (3) years of surveillance related experience. Must have a minimum of six (6) months of gaming experience. Two (2) years investigative experience in a corporate environment preferred. Experience and education non-waiverable, due to the sensitivity of the position. thorough knowledge of all table games and slot machines in play on property. Thorough knowledge of investigative techniques/undercover operations; different types of surveillance and security equipment. Knowledge of court room procedures. Must be able to obtain a gaming license. Must have eyesight correctable to 20/20 with no color blindness. Possession of working vehicle, valid driver's license and proper insurance. Must be able to travel in/out of state. Must be physically able to work at heights in excess of 10 feet. Must be able to sit for extended periods and observe in close quartered areas. Must be able to work flexible hours as required by the Surveillance Department. Must be able to interview subjects one on one, in a close proximity environment. Must be able to work in a low light environment. Must be able to work in a smoke filled environment (gaming floor). Must be able to observe CCTV monitors for extended periods.

NOTE

*Ho-Chunk Preference will be applied in hiring.

*A completed application and resume (if specified) must be submitted and received in the appropriate Personnel or Human Resource office (identified above) no later than 4:00pm on the closing date to be considered for the posted position.

*All applicants will be subject to the Ho-Chunk Nation Drug, Alcohol and Controlled Substance Policy.

*Some of the jobs posted may require a gaming license.

*All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.