



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING
POST DATE: 11/10/2017

This listing can also be located at www.ho-chunknation.com and is normally updated on Tuesday and Friday 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 - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

ACCOUNTANT I (DAYS)

Closing Date: 11/24/2017

DEPARTMENT OF BUSINESS - HCG-WI DELLS-FINANCE

Location: BARABOO

Submit: Application and Resume

Pay Rate: 19.63

Status: FULL-TIME

Job Code: 171110A

Qualifications: A two (2) YEAR Associates Degree in Accounting is required. Minimum two (2) year general ledger experience or one year in a Casino Finance Department. Must be bondable and be able to retain a Gaming Class II and/or III Gaming License. Must have a working knowledge of computer systems. Must be able to work varying schedules in order to meet the needs of the operation. Must have a valid driver's license, dependable transportation and proper insurance. WORKING CONDITIONS Inside work, seated at desk for the majority of the day. Some light lifting required with file boxes and some standing associated with the copying and inventory count duties.

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

BAKERS ASSISTANT (DAYS/NIGHTS)

Closing Date: Open Until Filled

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

Location: BARABOO

Submit: Application and Resume

Pay Rate: 10.90

Status: FULL-TIME/PART-TIME

Job Code: 171110B

Qualifications: Minimum 1-year experience in the food and beverage industry. State sanitation certificate. 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

CAGE CASHIER (EVENINGS)

Closing Date: 11/24/2017

DEPARTMENT OF BUSINESS - HCG-BRF-CAGE

Location: TOMAH

Submit: Application

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 171110C

Qualifications: MUST BE BONDABLE. Ability to accurately use a calculator and other office machines as required. Must have demonstrated competence in mathematical skills, knowledge of accounting procedures and cash handling ability. Must be trustworthy. Must have working knowledge of gaming operation. Effectively represent the gaming enterprises in public and follow the chain of command. Reads, writes, and understands English. Cannot be colorblind. Must have good eyesight. Must have 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 walk, stoop, bend, and stand for long periods of time. One to three years of appropriate experience. Must have 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 - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

CAGE SHIFT SUPERVISOR (EVENING/GRAVE)

Closing Date: 11/24/2017

DEPARTMENT OF BUSINESS - HCG-BRF-CAGE

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 18.00

Status: FULL-TIME

Job Code: 171110D

Qualifications: MUST BE BONDABLE. Knowledge of generally accepted accounting principles and procedures. Knowledge of modern business administration. Proficiency in communication and written skills. Reads, writes and understands English. Able to work with minimal supervision and trustworthy. Flexible working hour's availability. Must have good eyesight. Must have dexterity in both hands. Infrequent lifting of up to 100 pounds. Primary lifting requirements is 10-25 pounds on a consistent basis. Must be able to walk, stoop, bend, and stand for long periods of time. Two years training in accounting or related field. Three years' experience in bookkeeping, accounting or responsible cash handling. Computer and supervisory skills desirable. 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.

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DOMESTIC ABUSE ADVOCATE (1st SHIFT)

Closing Date: 11/24/2017

DEPARTMENT OF SOCIAL SERVICES - DOMESTIC ABUSE SERVICES

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application Pay Rate: DOQ Status: FULL-TIME Job Code: 171110E

Qualifications: High school diploma or equivalent is required. Bachelor's Degree is preferred. Must adhere to all applicable confidentiality laws. Must maintain a valid driver's license, dependable transportation, and insurance. Must promote a positive, non-abusive, healthy lifestyle. Minimum of four (4) years post high school experience in social work or related disciplines. Two (2) to four (4) years of professional experience in human service field preferred. Individual shall be a paraprofessional within the social work field or related disciplines (e.g. psychology, sociology, social sciences, etc.). WORKING CONDITIONS Office setting. Some travel required. Work hours are subject to change, requiring flexibility as needed.

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

HOCAK ACADEMY INSTRUCTOR SUPERVISOR (8a-4:30p)

Closing Date: 11/24/2017

DEPARTMENT OF HERITAGE PRESERVATION - LANGUAGE & CULTURE

Location: MAUSTON

Submit: Application, Resume and Letter of Application Pay Rate: 19.60 Status: FULL-TIME Job Code: 171110F

Qualifications: Must have High School diploma or equivalent. Has obtained a state certification with a Language and Cultural/History Instructor License or will obtain within six (6) months of hire. Must possess adequate/acceptable background check according to State Licensing requirements. Knowledge of Ho-Chunk language, tribal traditions, values, and social mores is required. Ability to maintain strict confidentiality is required. Must be able to work cooperatively with fellow employees. Must be dependable, energetic, possess initiative and be self-motivated. Valid driver's license, dependable transportation and proper insurance. WORKING CONDITIONS: Travel may be required.

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

INVENTORY CONTROL CLERK (1st SHIFT)

Closing Date: 11/24/2017

DEPARTMENT OF BUSINESS - HCG-WI DELLS-PURCHASING

Location: BARABOO

Submit: Application and Resume Pay Rate: 14.18 Status: FULL-TIME Job Code: 171110G

Qualifications: Must have High School diploma or GED. Knowledge or prior experience of 1-2 years in inventory procedures is required. Knowledge of computer and clerical skills is required. Must be bondable and able to obtain necessary internal and external permits in order to perform job duties. For example: State sanitation permits, HCN pallet jack safety certification, etc. Valid driver's license, dependable transportation, and proper insurance are preferred. WORKING CONDITIONS: Warehouse setting. 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

PROMOTIONS HOST/HOSTESS (GRAVE)

Closing Date: 11/24/2017

DEPARTMENT OF BUSINESS - HCG-BRF-MARKETING

Location: BLACK RIVER FALLS

Submit: Application Pay Rate: 14.00 + TIPS Status: FULL-TIME Job Code: 171110H

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.

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RESTAURANT BEVERAGE SERVS SUPERVISOR (DAYS/NIGHTS) Closing Date: Open Until Filled

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

Location: BARABOO

Submit: Application and Resume Pay Rate: 14.18 Status: FULL-TIME/PART-TIME Job Code: 171110I

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

RETAIL ASSOCIATE (AM/PM) Closing Date: 11/24/2017

DEPARTMENT OF BUSINESS - WHITETAIL - BRF

Location: BLACK RIVER FALLS

Submit: Application Pay Rate: 10.00 Status: FULL-TIME Job Code: 171110J

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. Preferred experience within the convenience stores/fuel sales industry. 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

ROOM ATTENDANT (1st SHIFT) Closing Date: 11/24/2017

DEPARTMENT OF BUSINESS - HCG-BRF-HOTEL

Location: BLACK RIVER FALLS

Submit: Application Pay Rate: 10.00 Status: PART-TIME Job Code: 171110K

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

SECRETARY III (8a-4:30p) Closing Date: 11/24/2017

DEPARTMENT OF JUSTICE - JUSTICE

Location: BLACK RIVER FALLS

Submit: Application and Resume Pay Rate: 14.00 Status: FULL-TIME Job Code: 171110L

Qualifications: Must have a high school diploma or equivalent. One (1) year of education beyond high school in secretarial related courses preferred. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. This job description 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 check investigation as a condition of employment. (For positions that work directly with elders and children) Three (3) years progressively responsible office and secretarial experience. WORKING CONDITIONS Office Setting. Required to sit for extended periods of time.

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

TRAFFIC CONTROL (SHIFTS VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SECURITY

Location: MADISON

Submit: Application

Pay Rate: 12.56

Status: FULL-TIME

Job Code: 171110M

Qualifications: No previous experience necessary. Must be able to work in all types of weather conditions, from hot and humid to subzero weather. Must be physically able to be on your feet for your shift. Must have a valid driver's license, liability insurance, and dependable transportation. Must have an excellent driving record, with the ability to drive both standard and automatic vehicle is a plus, but not required. Will train, no skills necessary. Must be personable and polite. High School Diploma or equivalent, 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

DEALER (ALL SHIFTS)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-TABLE GAMES

Location: BARABOO

Submit: Application

Pay Rate: 7.63 + TIPS

Status: FULL-TIME/PART-TIME

Job Code: 170106C

Qualifications: Must have high school diploma or equivalent. Must have successfully completed a recognized dealer training school with proficiency in math. 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.

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

EMERGENCY MEDICAL TECHNICIAN (2nd AND 3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SECURITY

Location: BARABOO

Submit: Application

Pay Rate: 14.18

Status: FULL-TIME

Job Code: 170106E

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

SHUTTLE DRIVER (2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS - TRANSPORTATION

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME

Job Code: 170106L

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

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VALET PARKING ATTENDANT (2nd AND 3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS - TRANSPORTATION

Location: BARABOO

Submit: Application

Pay Rate: 9.81

Status: FULL-TIME

Job Code: 170106N

Qualifications: Must have a valid driver's license, liability insurance, and dependable transportation with an excellent driving record. Will train, no previous experience necessary. Must be able to perform assigned duties safely and efficiently. Must be physically able to be on your feet for your shift. Must be able to drive both standard and automatic vehicles. A commercial Driver's License with a passenger endorsement is a plus. High School Diploma or equivalent, GED.

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

BUS DRIVER (CDL W/S ENDORSEMENTS)

Closing Date:

Open Until Filled

DEPARTMENT OF EDUCATION - EDUCATION HEADSTART

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: QUARTER-TIME

Job Code: 170113F

Qualifications: Must have valid driver's license, CDL with an S endorsement, 3 years good driving record, dependable transportation and proper insurance. Must have a high school diploma or equivalent. Willingness to participate in/interest in Head Start Program. Must complete Early Childhood I & II within 12 months of employment. Must pass all state licensing requirements, including annual physical and TB test. Must possess or obtain CPR and First Aid training within 90 days of employment and update as needed.

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

LIFEGUARD LEVEL I(SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF ADMINISTRATION - HOUSE OF WELLNESS

Location: BARABOO

Submit: Application

Pay Rate: 11.99

Status: FULL-TIME

Job Code: 170113L

Qualifications: High School diploma or equivalent or be a student in good standing. Must have current lifeguard, first aid, and CPR, AED certifications or be able to attain certifications in 2-3 weeks of hire. Knowledge of basic computer knowledge and previous cashier skills. Must be at least 16 years of age.

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

CERTIFIED PHARMACY TECHNICIAN (8a-5p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH - BARABOO

Location: BARABOO/HOW

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 170127A

Qualifications: Graduate of a formal one-year training program and/or possess certification from the National Pharmacy Technician Board (PTCB) is required. Prefer applicants who have a strong educational background in physical sciences especially chemistry. Experience working in a pharmacy or related health care facility. Works under the direct supervision of a registered pharmacist. Willing and able to complete additional training in medical/pharmacy terminology, pharmaceutical and mathematical calculations, billing and insurance procedures, inventory control, and other related skills. Utilize sanitary procedures in the handling of prescription medications. Maintain CPR certification. Comply with the Ho-Chunk Nation Drug and Alcohol Policy. **WORKING CONDITIONS:** The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Energetic and at times vigorous. Ability to work required long periods of standing, bending, reaching and lifting of boxes of medications weighing twenty pounds or less. Standing and walking are greater than 90% of time. Maintain a clean and healthy working environment.

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ENVIRONMENTAL SERVICE PERSON (2nd AND 3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-FACILITIES

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME

Job Code: 170127H

Qualifications: High School Diploma or equivalent is required. No experience needed, will train. Basic knowledge of inventory of all units, tools, and materials of real property preferred. Basic knowledge of chemical usage, storage, and disposal preferred. Basic knowledge of personal protective equipment preferred. Must be bondable. Able to work nights, weekends, and holidays as assigned. Dependable transportation is required. WORKING CONDITIONS: Smoking environment. All conditions from hot/humid to sub-zero weather.

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

FLOOR CHECKER/CALLER (2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-BINGO

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 8.00+ TIPS

Status: FULL-TIME

Job Code: 170207D

Qualifications: Must have high school diploma or equivalent. BE BONDABLE. One year steady, dependable work record; reliable transportation; neat appearance. Demonstrate positive mental attitude and be willing to follow through on task assignments. Demonstrate salesmanship; congenial personality and ability to establish and maintain a courteous and friendly attitude toward the general public/customers. Experience in using math skills, with ability to make change rapidly and accurately, count and add accurately. Possess good voice projection and effective oral and written communication skills. Possess aptitude for accepting increased job responsibilities, follow safety standards, work well with others and perform work without close supervision. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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

COOK (DAY/NIGHT SHIFT)

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME/PART-TIME

Job Code: 170210G

Qualifications: High School diploma or equivalent AND 1 – 3 years of appropriate experience preferred. State sanitation certificate.

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

COUNTER SERVER CASHIER (SWING/NIGHT SHIFT)

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME/PART-TIME

Job Code: 170210H

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

DINING ROOM PORTER (NIGHT SHIFT)

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME/PART-TIME

Job Code: 170210I

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

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DISHWASHER (DAY/NIGHT SHIFT)

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME/PART-TIME

Job Code: 170210J

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

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

FOOD SERVER (DAY/NIGHT SHIFT)

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 8.72

Status: FULL-TIME/PART-TIME

Job Code: 170210O

Qualifications: High school diploma or equivalent desired.

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

HOST/HOSTESS CASHIER (DAY/SWING SHIFT)

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME/PART-TIME

Job Code: 170210P

Qualifications: High school diploma or GED.

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

PANTRY PREP COOK (DAY/NIGHT SHIFT)

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME/PART-TIME

Job Code: 170210S

Qualifications: Able to follow rules of food sanitation and safety. Excellent cooking skills. High school diploma or equivalent desired. 2-4 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

FLOOR SALES (2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-BINGO

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 8.00

Status: FULL-TIME

Job Code: 170224E

Qualifications: Must be a high school graduate or equivalent. MUST BE BONDABLE. Must be free of money related convictions. One (1) year prior work experience; keyboard skills helpful. Knowledge of cash register operations, ability to make change rapidly and accurately. Must be a steady, honest and dependable worker. Able to add, subtract, multiply and divide; learn to use adding machine or calculator. Ability to count accurately and prepare accurate simple records. Establish and maintain rapport with the general public. Possess aptitude for accepting increased job responsibilities, good safety standards and doing work without close supervision. Ability to accept supervisor's suggestions and ready to accept job changes as needed. Possess aptitude for getting along with fellow employees on the job. Valid driver's license, dependable transportation and proper insurance may be required. 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: 11/10/2017

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

FLOOR SALES (2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-BINGO

Location: BARABOO

Submit: Application

Pay Rate: 8.72 + TIPS Status: FULL-TIME

Job Code: 170307D

Qualifications: Must be a high school graduate or equivalent. MUST BE BONDABLE. Must be free of money related convictions. One (1) year prior work experience; keyboard skills helpful. Knowledge of cash register operations, ability to make change rapidly and accurately. Must be a steady, honest and dependable worker. Able to add, subtract, multiply and divide; learn to use adding machine or calculator. Ability to count accurately and prepare accurate simple records. Establish and maintain rapport with the general public. Possess aptitude for accepting increased job responsibilities, good safety standards and doing work without close supervision. Ability to accept supervisor's suggestions and ready to accept job changes as needed. Possess aptitude for getting along with fellow employees on the job. Valid driver's license, dependable transportation and proper insurance may be required. 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

REVENUE AUDIT CLERK (DAY SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-REVENUE

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 11.00

Status: FULL-TIME

Job Code: 170314G

Qualifications: Knowledge about or ability to learn how to work with computers. Flexible hours. Must be bondable. Proficiency and knowledge in Revenue Audit Department Procedures desired. Knowledge of generally accepted accounting principles and procedures. Ability to accurately use a calculator and other office machines as required. Must have demonstrated competence in the use of mathematical skills, knowledge of accounting practices and cash handling ability. Must be self-motivated and capable of working with minimal supervision. Minimum two-year degree, preferably in auditing or business field or comparable education and/or life experience. 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

REGISTERED DENTAL HYGIENIST (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 26.00

Status: FULL-TIME

Job Code: 170328D

Qualifications: Associate Degree in Dental Hygiene from an accredited school. Dental Hygienist license in the State of Wisconsin is required. Must be CPR certified and acquire radiology certification within 90 days of hire. Must promote a healthy non-abusive lifestyle. Valid driver's license, dependable transportation and proper insurance. WORKING CONDITIONS: Clean, well-lit surroundings in a clinic setting. 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

BELL PERSON (2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS - TRANSPORTATION

Location: BARABOO

Submit: Application

Pay Rate: 8.72

Status: FULL-TIME

Job Code: 170404A

Qualifications: High school graduate or equivalent. Ability to communicate clearly and effectively verbally and in writing. Able to work varied hours and shifts, including evenings and weekends if needed. Must understand and follow organizational chain of command. Requires standing, walking, writing, and hearing and visual perception. Must be able to lift and carry up to 25 pounds on a regular basis, up to 50 pounds on occasional basis. Must be bondable. Must have dependable transportation. 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: 11/10/2017

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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

BANKER-CASHIER (2ND SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-BINGO

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 10.00

Status: FULL-TIME

Job Code: 170407A

Qualifications: Must have a high school diploma or GED. MUST BE BONDABLE. Must have demonstrated competence in the use of mathematical skills. Knowledge of accounting practices. Ability to operate calculators with accuracy. Accurately record and prepare accounting data. Must have a positive mental attitude and be willing to follow through with task assignments. Ability to communicate orally. Must submit to and clear security background and investigation check, if required. Safeguard bank security systems information. 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

DEPARTMENT OF JUSTICE BOARD OF DIRECTORS

Closing Date:

Open Until Filled

DEPARTMENT OF JUSTICE - JUSTICE

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: STIPEND

Status: QUARTER-TIME

Job Code: 170421F

Qualifications: Role of The Board of Directors shall serve in an advisory capacity on matters referred by the Attorney General.

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

SECURITY OFFICER (3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SECURITY

Location: BARABOO

Submit: Application and Resume

Pay Rate: 14.18

Status: FULL-TIME

Job Code: 170421O

Qualifications: Must have a high school diploma or GED equivalent. Must be bondable. Must be able to obtain and maintain a Gaming License. Must maintain confidentiality. Must have reliable transportation, a valid driver's license and proper insurance where applicable. Must have a minimum of one (1) year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two (2) years military service. 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

SHUTTLE DRIVER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-MARKETING

Location: MADISON

Submit: Application

Pay Rate: 13.70

Status: FULL-TIME

Job Code: 170505K

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.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

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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

MEDICAL LAB TECHNICIAN (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HOUSE OF WELLNESS

Location: BARABOO

Submit: Application and Resume

Pay Rate: 18.54

Status: FULL-TIME

Job Code: 170512G

Qualifications: Must have an Associate Degree in Laboratory Science or Medical Laboratory Technology. Have ability to understand complex concepts and apply that knowledge to laboratory testing to include pre-analytic, analytic and post-analytic testing. Be able to multi-task and prioritize workflow in laboratory during times of low as well as high volume. Must be proficient in all areas of laboratory to include chemistry, hematology, urinalysis, microbiology, coagulation, kit testing and phlebotomy as well as patient care. Must meet the CLIA 88 Testing Personnel qualification requirements for a Moderate Complexity Testing Laboratory. Must have qualified as a Technologist/Technician under Laboratory Regulations published before March 14, 1990. Must have current license and maintain such through CEUs during employment. Must promote healthy, non-abusive lifestyle. Must have valid driver's license, dependable transportation and proper insurance. Laboratory work in clinic setting in all aspects of Clinical Laboratory to include work with analyzers, equipment, patients, etc. 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 - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

ENVIRONMENTAL SERVICE PERSON (2nd AND 3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application

Pay Rate: 11.42

Status: PART-TIME

Job Code: 170519E

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

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

FOOD AND BEVERAGE JANITOR (GRAVEYARD)

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME

Job Code: 170526I

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

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 1 (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 12.00

Status: FULL-TIME

Job Code: 170526R

Qualifications: High School Diploma or GED certificate is required. Must have one (1) year money handling experience. Must be bondable and licensable according to tribal policy. Must pass a basic mathematics test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING
POST DATE: 11/10/2017

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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

COMMUNITY HEALTH NURSE (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 170602C

Qualifications: Bachelors of Science Degree in Nursing; will accept Graduate Nurse with obtaining Registered Nurse license within 6 months of employment. Current Wisconsin Nursing License or Graduate Nurse from Accredited Bachelor of Science Institution. Must have valid driver's license, dependable transportation and proper insurance. Must promote a healthy, non-abusive lifestyle. Completes National Incident Management System (NIMS)/Incident Command System (ICS) 100, 700 certification within six (6) months of employment Minimum one (1) year experience in related field. Experience in Community Health Nursing practices, principals, assessments and evaluation process. Traveling is a necessity.

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

RETAIL ASSOCIATE (2:30p-12:30a)

Closing Date:

Open Until Filled

DEPARTMENT OF PERSONNEL - WHITETAIL - BARABOO

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME

Job Code: 170602F

Qualifications: High school diploma or equivalent. CPR and Food Safety Certification is required within 6 months of hire. No prior criminal record in the past seven (7) years. Able to work nights, weekends and holidays as assigned. Ability to lift a maximum of fifty (50) pounds from floor to shelf. 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

CAGE CASHIER (GRAVE/EVE/SWING)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-CAGE

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 13.00 + TIPS Status: FULL-TIME

Job Code: 170609A

Qualifications: MUST BE BONDABLE. Ability to accurately use a calculator and other office machines as required. Must have demonstrated competence in mathematical skills, knowledge of accounting procedures and cash handling ability. Must be trustworthy. Must have working knowledge of gaming operation. Effectively represent the gaming enterprises in public and follow the chain of command. Reads, writes, and understands English. Cannot be colorblind. Must have good eyesight. Must have 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 walk, stoop, bend, and stand for long periods of time. One to three years of appropriate experience. Must have 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 Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

CONSTRUCTION II (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HOUSING - RENTAL DIVISION

Location: MILWAUKEE

Submit: Application and Resume

Pay Rate: 15.21

Status: FULL-TIME

Job Code: 170620B

Qualifications: High School diploma or equivalent. Desirable additional education through a trade school or technical training school. Must have a valid driver's license, dependable transportation, and proper insurance. Minimum of three years' Experience in residential construction. Minimum of one year experience in supervisor or foreman positions. Work will be both indoors and out in diverse conditions. Must be in excellent physical condition and able to lift up to 75 pounds.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

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CERTIFIED NURSING ASSISTANT (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: WITTENBERG

Submit: Application

Pay Rate: 12.56

Status: FULL-TIME

Job Code: 170623C

Qualifications: Must have high school diploma or equivalent. Certified Nurse Assistant certification is required. Current First Aid/CPR certification or must be obtained within one (1) month of hire date. Must be 21 years of age or older. Must promote a healthy, non-abusive lifestyle. Valid Driver's license, dependable transportation and proper insurance are required. Ability to work independently. Ability to work with elders who may be in strenuous situations. Ability to work with a diverse cultural population. Ability to communicate clearly and effectively. Must maintain patient confidentiality in accordance with Privacy Act/HIPAA. Completes National Incident Management System (NIMS)/Incident Command System (ICS) 100, 700 certification within six (6) months of employment. Traveling is a necessity.

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

MEDICAL LAB TECHNICIAN (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH CLINIC - BRF

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 17.00

Status: FULL-TIME

Job Code: 170627B

Qualifications: Must have an Associate Degree in Laboratory Science or Medical Laboratory Technology. Have ability to understand complex concepts and apply that knowledge to laboratory testing to include pre-analytic, analytic and post-analytic testing. Be able to multi-task and prioritize workflow in laboratory during times of low as well as high volume. Must be proficient in all areas of laboratory to include chemistry, hematology, urinalysis, microbiology, coagulation, kit testing and phlebotomy as well as patient care. Must meet the CLIA 88 Testing Personnel qualification requirements for a Moderate Complexity Testing Laboratory. Must have qualified as a Technologist/Technician under Laboratory Regulations published before March 14, 1990. Must have current license and maintain such through CEUs during employment. Must promote healthy, non-abusive lifestyle. Must have valid driver's license, dependable transportation and proper insurance. Laboratory work in clinic setting in all aspects of Clinical Laboratory to include work with analyzers, equipment, patients, etc. 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

COORDINATOR SRVS TEAM PROJ FACILITATOR (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF SOCIAL SERVICES - COMMUNITY SUPPORTIVE SERVICES

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 170630D

Qualifications: Associate's Degree with three (3) years of experience in program management is required. Bachelors of Science in Human Service related field is preferred. Be certified and maintain or become certified in CANS tool (Child and Adolescent Needs and Strengths) within nine (9) months of hire. Must adhere to all applicable confidentiality laws. Must maintain a valid Wisconsin driver's license and insurance. Must promote a positive, non-abusive, healthy lifestyle. Two (2) to three (3) years of experience in programmatic development and strategic planning is preferred. Two (2) to three (3) years of service delivery in the field of Social Services, Indian Child Welfare preferred. Maintains a safe, healthy, and pleasant work place environment. Highly capable of working independently but also as a team member.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

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FNCF EXECUTIVE DIRECTOR (8a-4:30p)

Closing Date:

Open Until Filled

FIRST NATIONS COMMUNITY FINANCIAL -

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 170630G

Qualifications: Master's degree from an accredited institution in Business Administration, Management, or Public Policy referred, or 7 or more years work experience demonstrating leadership, administrative capability, economic and community development in rural; preferably in tribally areas. Bachelor's degree from an accredited institution in Business related field, Administration, Management, or Public Policy required. Three or more years work experience with pro forma, investments, small business, financial data, and a financial data, and financial loan products and portfolios required. Valid driver's license and proper auto insurance.

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

PROMOTIONS HOST/HOESSTESS (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-MARKETING

Location: MADISON

Submit: Application

Pay Rate: 15.99

Status: FULL-TIME

Job Code: 170630J

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

CAGE SHIFT SUPERVISOR (2nd AND 3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-CAGE

Location: MADISON

Submit: Application, Resume and Letter of Application

Pay Rate: 20.56

Status: FULL-TIME

Job Code: 170725A

Qualifications: MUST BE BONDABLE. Knowledge of generally accepted accounting principles and procedures. Knowledge of modern business administration. Proficiency in communication and written skills. Reads, writes and understands English. Able to work with minimal supervision and trustworthy. Flexible working hour's availability. Must have good eyesight. Must have dexterity in both hands. Infrequent lifting of up to 100 pounds. Primary lifting requirements is 10-25 pounds on a consistent basis. Must be able to walk, stoop, bend, and stand for long periods of time. Two years training in accounting or related field. Three years' experience in bookkeeping, accounting or responsible cash handling. Computer and supervisory skills desirable. 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.

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

CERTIFIED NURSING ASSISTANT (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME

Job Code: 170725B

Qualifications: Must have high school diploma or equivalent. Certified Nurse Assistant certification is required. Current First Aid/CPR certification or must be obtained within one (1) month of hire date. Must be 21 years of age or older. Must promote a healthy, non-abusive lifestyle. Valid Driver's license, dependable transportation and proper insurance are required. Ability to work independently. Ability to work with a diverse cultural population. Must maintain patient confidentiality in accordance with Privacy Act/HIPAA. All health care services are in the home and community setting. Traveling is a necessity.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

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AGRICULTURAL DIVISION MANAGER

Closing Date:

Open Until Filled

DEPARTMENT OF HERITAGE PRESERVATION - DNR

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 22.00

Status: FULL-TIME

Job Code: 170804B

Qualifications: Bachelor's Degree required in Agricultural Science, Agri-Business, Horticulture, or equivalent. Master's degree is preferred. Possession of working vehicle, valid driver's license, and proper insurance. Willingness to learn the HCN structure, organization, and traditions as they apply to agricultural management. Minimum ten (10) years of experience in agricultural operations required. Minimum of three (3) years of experience in a supervisory or management role required. Minimum of five (5) years of experience in organic farm/crop management is preferred. Knowledge of the policies, regulations & grant/ cost sharing opportunities, as they apply to Agricultural programs for the United States Department of Agriculture (USDA), the Bureau of Indian Affairs (BIA), and the Natural Resource Conservation Service (NRCS). Work indoors and outdoors. Field work requires working in a variety of weather and bug conditions. The job may require moving heavy objects, physical lifting, stoop, bend, or stand for extended periods of time and work in varying environments. Travel is required with occasional overnight stays.

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

FORESTRY DIVISION MANAGER

Closing Date:

Open Until Filled

DEPARTMENT OF HERITAGE PRESERVATION - DNR

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 22.00

Status: FULL-TIME

Job Code: 170804E

Qualifications: Bachelor's degree in forestry with an emphasis on rural and/or urban forest management. Possession of working vehicle, valid driver's license, and proper insurance. Willingness to learn the HCN structure, organization, and traditions as they apply to forestry management. Must demonstrate a minimum of two (2) years' experience in a forestry supervisory role. Must demonstrate a minimum of five (5) years' experience working in urban and/or rural forestry. Previous forestry experience working for a tribe is a plus. Bachelor's degree in forestry with an emphasis on rural and/or urban forest management. Possession of working vehicle, valid driver's license, and proper insurance. Willingness to learn the HCN structure, organization, and traditions as they apply to forestry management. Bachelor's degree in forestry with an emphasis on rural and/or urban forest management. Possession of working vehicle, valid driver's license, and proper insurance. Willingness to learn the HCN structure, organization, and traditions as they apply to forestry management. Must demonstrate a minimum of two (2) years' experience in a forestry supervisory role. Must demonstrate a minimum of five (5) years' experience working in urban and/or rural forestry. Previous forestry experience working for a tribe is a plus.

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

RECRUITMENT & PRE COLLEGE ADVISOR (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF EDUCATION - EDUCATION

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: 18.00

Status: FULL-TIME

Job Code: 170804L

Qualifications: This position requires a Bachelor's degree, with at least one year of experience in a student affairs/student service setting. This position may require periodic attendance and participation in meetings during evenings and weekends. A Master's degree in College Student Affairs or related field is preferred. Work experience may not be substituted for the Bachelor's degree requirement for this position. Cannot have had any criminal convictions related to a violent crime including domestic violence, a crime against a child or theft of any kind in order to meet the criteria of a good role model. Cannot have had an alcohol related conviction or plea within the last 5 years in order to be able to meet the criteria of a good role model. Valid driver's license, proper insurance and dependable transportation is required

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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: 11/10/2017

This listing can also be located at www.ho-chunknation.com and is normally updated on Tuesday and Friday 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 - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

SLOT SERVICE TECHNICIAN II (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: TOMAH

Submit: Application and Resume

Pay Rate: 15.25

Status: FULL-TIME

Job Code: 170808G

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

SURVEILLANCE AGENT (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SURVEILLANCE

Location: BARABOO

Submit: Application and Resume

Pay Rate: 14.18

Status: FULL-TIME

Job Code: 170815K

Qualifications: Must possess a high school diploma or equivalent. Must have at least one year of higher education. 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. Must have eyesight correctable to 20/20 with no color blindness. Must be able to obtain a Gaming License. Possession of working vehicle, valid driver's license and proper insurance. 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

DIETITIAN-TAU (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF SOCIAL SERVICES - TRIBAL AGING UNIT

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 170818K

Qualifications: Bachelor's degree from an accredited institution with a Major in Dietetics. Currently credentialed as a Registered Dietitian or willing to take, and successfully pass, the Registered Dietitian exam within one year from date of hire. Must have valid driver's license, dependable transportation, and insurance. Must promote a positive and healthy lifestyle, non-abusive, healthy lifestyle. Must obtain and maintain Wisconsin certification/licensure as a Registered Dietitian. Completion of a dietetic internship or equivalent program approved by the American Dietetic Association. Preferred experience with food safety standards, nutrition screening, menu analysis, and general supervision. Office setting.

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

SENIOR AUDITOR (DAY SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-REVENUE

Location: NEKOOSA

Submit: Application and Resume

Pay Rate: 17.27

Status: FULL-TIME

Job Code: 170825H

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.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

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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

CERTIFIED MEDICAL ASSISTANT (1st SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH CLINIC - BRF

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 170901A

Qualifications: Graduation from an accredited Medical Assistant program. Maintain certification as a Medical Assistant. Possess or obtain within 30 days of hire and maintain CPR certification. Competent in phlebotomy. Must promote a healthy, non-abusive lifestyle. Valid driver's license, dependable transportation and proper insurance are required. WORKING CONDITIONS: Hours of work 8:00 a.m. - 4:30 p.m. Hours may change depending on clinic need. Potential exposure to hazardous and bio-hazardous materials. Must be able to lift up to 35 lbs. Assistive devices available for situations requiring lifting above 35 lbs. requires ability to wear gloves and other protective equipment. Requires clear verbal communication.

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

ENROLLMENT DATA COORDINATOR (1st SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF HERITAGE PRESERVATION - ENROLLMENT

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 170901D

Qualifications: High school diploma. At least two years post-secondary education in Data Management or related field of study. At least two years consecutive work experience in Data Management or related field. Knowledge or understand the intricate Ho-Chunk familial structure. Speak or understand the Ho-Chunk Language. Knowledge or understand Ho-Chunk culture and tradition. Proficiency in the use and operation of computers. Must be proficient in the use of various office software programs to analyze and graph population data. Must have valid driver's license and dependable transportation and proper insurance. WORKING CONDITIONS: Job duties are primarily in the office requiring long hours of computer usage and long periods of sitting. Occasional travel to attend meetings.

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

SECURITY OFFICER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SECURITY

Location: MADISON

Submit: Application and Resume

Pay Rate: 14.85

Status: FULL-TIME

Job Code: 170905D

Qualifications: Must have a high school diploma or GED equivalent. Must be bondable. Must be able to obtain and maintain a Gaming License. Must maintain confidentiality. Must have reliable transportation, a valid driver's license and proper insurance where applicable. Must have a minimum of one (1) year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two (2) years military service. WORKING CONDITIONS May be exposed to a smoking environment frequently. May be exposed to an elevated noise level. While performing the duties of this job, is required to stand, walk, talk and hear. Is occasionally required to sit, run, climb, balance, stoop, kneel, crouch and crawl. Is occasionally required to lift and/or move up to twenty five (25) pounds and may be required to lift and/or move up to one hundred (100) pounds or more with assistance. May occasionally be exposed to all outside weather conditions for extended periods. Ability to work irregular hours and extended shifts including late nights, early mornings, weekends and holidays. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

NOTE

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

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

ACCOUNTANT II (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-FINANCE

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: 19.00

Status: FULL-TIME

Job Code: 170912A

Qualifications: A two (2) year Associate's Degree in Accounting is required. Minimum of four (4) years general ledger experience or a combination of a four year degree and two (2) years general ledger experience. Minimum of two (2) years supervisory experience is required. Must be bondable and be able to obtain a Class II and/or III Gaming License. Must be able to work varying schedules in order to meet the needs of the operation. Must have a valid driver's license, dependable transportation and proper insurance. WORKING CONDITIONS: Inside work, seated at desk for the majority of the day. Some light lifting, required with file boxes, and some standing associated with copying and inventory duties.

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

SLOT BENCH TECHNICIAN (VARIOUS SHIFTS)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 19.00

Status: FULL-TIME

Job Code: 170912L

Qualifications: High School Diploma or GED certificate is required. Two (2) year degree in Electronics required, Bench Component Level Repair Experience preferred. Three (3) years experience as Slot Technician II or related field. Must be bondable and licensable according to tribal policy. Must pass a Slot Bench Technician test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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

SLOT SERVICE TECHNICIAN III (VARIOUS SHIFTS)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 19.00

Status: FULL-TIME

Job Code: 170912M

Qualifications: High School Diploma or GED certificate is required. A two (2) year Degree in Electronics preferred. 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. Must pass a Slot Service Technician III 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, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

SNACK BAR COOK (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME

Job Code: 170912N

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

- 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: 11/10/2017

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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 - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

ACCOUNTANT I (1ST SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-FINANCE

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 18.83

Status: FULL-TIME

Job Code: 170915A

Qualifications: A two (2) year Associates Degree in Accounting is required. Minimum two (2) year general ledger experience or one year in a Casino Finance Department. Must be bondable and be able to retain a Gaming Class II and/or III Gaming License. Must have a working knowledge of computer systems. Must be able to work varying schedules in order to meet the needs of the operation. Must have a valid driver's license, dependable transportation and proper insurance. WORKING CONDITIONS: Inside work, seated at desk for the majority of the day. Some light lifting required with file boxes and some standing associated with the copying and inventory count duties. 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

OFFICE MANAGER (1st SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-MARKETING

Location: BARABOO

Submit: Application and Resume

Pay Rate: 17.45

Status: FULL-TIME

Job Code: 170919F

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

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

BEVERAGE SERVER (MID/SWING/GRAVEYARD)

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 8.72

Status: FULL-TIME/PART-TIME

Job Code: 170926B

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

DEALER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-TABLEGAMES

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 7.00 + TIPS

Status: FULL-TIME/PART-TIME

Job Code: 170926D

Qualifications: Must have high school diploma or equivalent. Must have successfully completed a recognized dealer training school with proficiency in math. 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.

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

LEAD COOK/SHIFT SUPERVISOR (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application and Resume

Pay Rate: 13.70

Status: FULL-TIME

Job Code: 170926I

Qualifications: College degree (may substitute additional experience for degree). 2-4 years of appropriate experience. Strong organization, culinary, and supervisory skills.

- 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: 11/10/2017

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

SHUTTLE DRIVER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-MARKETING

Location: NEKOOSA

Submit: Application

Pay Rate: 12.19

Status: FULL-TIME

Job Code: 170926Q

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

SLOT SERVICE SUPERVISOR (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 16.00

Status: FULL-TIME

Job Code: 170926R

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

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

BAR PORTER (SWING SHIFT)

Closing Date:

Open Until Filled

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

Location: BARABOO

Submit: Application

Pay Rate: 9.81

Status: FULL-TIME

Job Code: 171003A

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

HOST HOSTESS CASHIER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 10.16

Status: FULL-TIME

Job Code: 171003D

Qualifications: High school diploma or GED

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

LINE COOK (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 10.16

Status: PART-TIME

Job Code: 171003E

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

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

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

BANKER CASHIER (2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-BINGO

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME

Job Code: 171006A

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

COMMUNITY HEALTH NURSE (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: BARABOO

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 171006B

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

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

COUNT ASSOCIATE (GRAVE SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-COUNT

Location: NEKOOSA

Submit: Application

Pay Rate: 12.19

Status: FULL-TIME

Job Code: 171006D

Qualifications: Minimum High School Diploma or equivalent. One-year experience in responsible cash handling position preferred. One-year experience in accounting/bookkeeping skills preferred. One-year experience in the operation of calculators and office machines preferred. Must have working knowledge of gaming operations. MUST BE BONDABLE. Valid driver's license, dependable transportation and proper insurance, is preferred. Work area is NOT: Smoke, noise, or dust free. 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

HOST/HOSTESS CASHIER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application

Pay Rate: 11.42

Status: FULL-TIME/PART-TIME

Job Code: 171006G

Qualifications: High School Diploma or GED.

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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: 11/10/2017

This listing can also be located at www.ho-chunknation.com and is normally updated on Tuesday and Friday 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 - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

PROMOTIONS HOST/HOSTESS (SWING/GRAVE)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-MARKETING

Location: NEKOOSA

Submit: Application

Pay Rate: 14.22

Status: FULL-TIME

Job Code: 171006I

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 - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

SHUTTLE DRIVER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-MARKETING

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 12.56

Status: PART-TIME

Job Code: 171006J

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 - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

VALET PARKING ATTENDANT (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-MARKETING

Location: WITTENBERG

Submit: Application

Pay Rate: 9.42 + TIPS Status: FULL-TIME

Job Code: 171006N

Qualifications: Must have a valid driver's license, liability insurance, and dependable transportation with an excellent driving record. Will train, no previous experience necessary. Must be able to perform assigned duties safely and efficiently. Must be physically able to be on your feet for your shift. Must be able to drive both standard and automatic vehicles. A commercial Driver's License with a passenger endorsement is a plus. High School Diploma or equivalent, GED.

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

CHIEF FINANCIAL OFFICER (1st SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-FINANCE

Location: NEKOOSA

Submit: Application, Resume and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 171010B

Qualifications: Must possess a Bachelor's degree in Accounting from a four-year college or university, and two to four years' experience in casino finance. Experience in Bingo, Casino, Hotel and food & beverage accounting. Must be able to obtain and maintain CPA (Certified Public Accountant) licensure in good standing. Must possess excellent communication, organizational, and analytical skills. Ability to read, analyze, and interpret complex documents; such as financial reports and legal documents and draw valid conclusions. Ability to communicate effectively with clients, senior management and Ho-Chunk Hotel/Convention Center support staff. Must have a valid driver's license, dependable transportation and proper insurance. Able to work varying hours and days (including weekends and holidays). Must be bondable. 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: 11/10/2017

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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

CLINIC REGISTERED NURSE SUPERVISOR (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH CLINIC - BRF

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 171010C

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

DISHWASHER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application

Pay Rate: 11.42

Status: PART-TIME/QTR TIME

Job Code: 171010D

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

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

VALET PARKING ATTENDANT (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA- TRANSPORTATION

Location: NEKOOSA

Submit: Application

Pay Rate: 9.14

Status: FULL-TIME

Job Code: 171010F

Qualifications: Must have a valid driver's license, liability insurance, and dependable transportation with an excellent driving record. Will train, no previous experience necessary. Must be able to perform assigned duties safely and efficiently. Must be physically able to be on your feet for your shift. Must be able to drive both standard and automatic vehicles. A commercial Driver's License with a passenger endorsement is a plus. High School Diploma or equivalent, GED.

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

GUEST SERVICE REPRESENTATIVE (2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-HOTEL

Location: BARABOO

Submit: Application

Pay Rate: 11.99

Status: PART-TIME

Job Code: 171013G

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.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

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

MARKETING RESEARCH ANALYST (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-MARKETING

Location: NEKOOSA

Submit: Application and Resume

Pay Rate: 22.35

Status: FULL-TIME

Job Code: 171013K

Qualifications: A Bachelor's Degree in Business, Marketing or related field 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. Minimum of three-years gaming experience. Marketing management experience is preferred. Must have feasibility analysis writing experience.

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

PANTRY PREP COOK (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 10.16

Status: FULL-TIME

Job Code: 171013L

Qualifications: Able to follow rules of food sanitation and safety. Excellent cooking skills. High school diploma or equivalent desired. 2-4 years of appropriate experience preferred.

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

PRODUCTION COOK (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 11.17

Status: FULL-TIME

Job Code: 171013M

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

PRODUCTION COOK (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 11.17

Status: FULL-TIME

Job Code: 171013M

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 - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

COUNTER SERVICE CASHIER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME

Job Code: 171017B

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

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

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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 - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

GUEST SERVICE REPRESENTATIVE (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITT- HOTEL

Location: WITTENBERG

Submit: Application

Pay Rate: 11.51

Status: FULL-TIME

Job Code: 171017C

Qualifications: High School graduate or equivalent. Basic familiarity with the Microsoft Windows computer operating system experience. 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, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

LAUNDRY ATTENDANT (1st SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITT- HOTEL

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME

Job Code: 171017D

Qualifications: High school graduate or equivalent desired. Ability to communicate clearly and effectively verbally and in writing. Able to work varied hours and shifts, including evenings and weekends if needed. Must understand and follow organizational chain of command. Requires standing, walking, writing, and hearing and visual perception. Must be able to lift and carry up to 25 pounds on a regular basis, and up to 50 pounds as required. Must be bondable. Must have dependable transportation. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

NIGHT AUDITOR (3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITT- HOTEL

Location: WITTENBERG

Submit: Application

Pay Rate: 12.56

Status: FULL-TIME

Job Code: 171017E

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

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

ROOM ATTENDANT (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITT- HOTEL

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: PART-TIME

Job Code: 171017G

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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*Ho-Chunk Preference will be applied in hiring.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

This listing can also be located at www.ho-chunknation.com and is normally updated on Tuesday and Friday 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

SOCIAL WORKER (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF SOCIAL SERVICES - SOCIAL SERVICES

Location: BLACK RIVER FALLS

Submit: Application, Resume and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 171017H

Qualifications: Bachelor's Degree in Social Work or related field required. Master's Degree in Social Work or related field is preferred. Possess a Wisconsin Social Work Certification or License. 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 social work field of practice is preferred. Social Worker will work in the field (60% of the time) but will have office work 40% of the time. Social Worker is required to travel, sometimes during inclement weather. Social Workers may be required to lift up to 50 pounds infrequently. 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 - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

ROOM ATTENDANT (1st SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITT- HOTEL

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME

Job Code: 171017I

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 - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

BEVERAGE SERVER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 8.37

Status: FULL-TIME/PART-TIME

Job Code: 171020A

Qualifications: Will train. Some food experience helpful

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

COUNTER SERVICE CASHIER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME/PART-TIME

Job Code: 171020B

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

- 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: 11/10/2017

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

COUNTER SERVICE CASHIER (SHIFT VARIES) Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: **NEKOOSA**

Submit: Application Pay Rate: 10.16 Status: PART-TIME Job Code: 171020C

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

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

DINING ROOM PORTER (SHIFT VARIES) Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: **WITTENBERG**

Submit: Application Pay Rate: 10.46 Status: FULL-TIME Job Code: 171020D

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

DISHWASHER (SHIFT VARIES) Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: **NEKOOSA**

Submit: Application Pay Rate: 10.16 Status: FULL-TIME Job Code: 171020E

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

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

DISHWASHER (SHIFT VARIES) Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: **WITTENBERG**

Submit: Application Pay Rate: 10.46 Status: FULL-TIME Job Code: 171020F

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

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

FOOD SERVER (SHIFT VARIES) Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: **WITTENBERG**

Submit: Application Pay Rate: 8.37 Status: PART-TIME Job Code: 171020J

Qualifications: High school diploma or equivalent desired.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

FOOD SERVER (SHIFT VARIES) Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: **WITTENBERG**

Submit: Application Pay Rate: 8.37 Status: FULL-TIME Job Code: 171020K

Qualifications: High school diploma or equivalent desired.

- 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: 11/10/2017

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

HOST/HOSTESS CASHIER (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME/PART-TIME

Job Code: 171020L

Qualifications: High school diploma or GED.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

FOOD & BEVERAGE JANITOR (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME/PART-TIME

Job Code: 171020M

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

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

PANTRY PREP COOK (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME/PART-TIME

Job Code: 171020N

Qualifications: Able to follow rules of food sanitation and safety. Excellent cooking skills. High school diploma or equivalent desired. 2-4 years of appropriate experience preferred.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

PRODUCTION COOK (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 11.51

Status: FULL-TIME/PART-TIME

Job Code: 171020O

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

SLOT FLOOR PERSON (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SLOTS

Location: MADISON

Submit: Application

Pay Rate: 12.56

Status: FULL-TIME

Job Code: 171020R

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

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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: 11/10/2017

This listing can also be located at www.ho-chunknation.com and is normally updated on Tuesday and Friday 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 - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

APPLIANCE TECHNICIAN (SHIFT VARIES)

Closing Date: 11/10/2017

DEPARTMENT OF BUSINESS - HCG-WI DELLS-FACILITIES

Location: BARABOO

Submit: Application and Resume

Pay Rate: 17.45

Status: FULL-TIME

Job Code: 171027A

Qualifications: High School Diploma or equivalent. Vocational training with three years minimum experience, state certification required. Knowledge of gas, electrical and steam appliances. Electromechanical knowledge and skills to diagnose and correct appliance difficulties. Have good oral and written communication skills. Ability to read schematics. Good math skills. Have valid driver's license. Environmental Protection Agency (EPA) certified.

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

ASSISTANT TEACHER (8a-4:30p)

Closing Date: 11/10/2017

DEPARTMENT OF EDUCATION - EDUCATION HEADSTART

Location: BLACK RIVER FALLS

Submit: Application, Resume and Transcripts

Pay Rate: 14.14

Status: FULL-TIME

Job Code: 171027B

Qualifications: Must have an Associate's Degree in Early Childhood Education, with 1-year experience. Must possess or be willing to obtain a CDL with S endorsement within one year of hire. Must pass all state licensing requirements, including annual physical and TB test. Must possess or obtain CPR and First Aid training within 90 days of employment and update as needed. Willingness to participate in the Head Start Program. Must have a valid driver's license, dependable transportation and proper insurance. 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 - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

CAGE CASHIER (3rd SHIFT)

Closing Date: 11/10/2017

DEPARTMENT OF BUSINESS - HCG-MADISON-CAGE

Location: MADISON

Submit: Application

Pay Rate: 14.85 +TIPS Status: FULL-TIME

Job Code: 171027C

Qualifications: MUST BE BONDABLE. Ability to accurately use a calculator and other office machines as required. Must have demonstrated competence in mathematical skills, knowledge of accounting procedures and cash handling ability. Must be trustworthy. Must have working knowledge of gaming operation. Effectively represent the gaming enterprises in public and follow the chain of command. Reads, writes, and understands English. Cannot be colorblind. Must have good eyesight. Must have 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 walk, stoop, bend, and stand for long periods of time. One to three years of appropriate experience. Must have 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 - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

CAGE CASHIER (SHIFT VARIES)

Closing Date: 11/10/2017

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-CAGE

Location: WITTENBERG

Submit: Application, Resume and Transcripts

Pay Rate: 13.60

Status: FULL-TIME

Job Code: 171027D

Qualifications: MUST BE BONDABLE. Ability to accurately use a calculator and other office machines as required. Must have demonstrated competence in mathematical skills, knowledge of accounting procedures and cash handling ability. Must be trustworthy. Must have working knowledge of gaming operation. Effectively represent the gaming enterprises in public and follow the chain of command. Reads, writes, and understands English. Cannot be colorblind. Must have good eyesight. Must have 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 walk, stoop, bend, and stand for long periods of time. One to three years of appropriate experience. Must have high school diploma or GED. 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: 11/10/2017

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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

CHILD SUPPORT SPECIALIST (1st SHIFT)

Closing Date: 11/10/2017

DEPARTMENT OF SOCIAL SERVICES - CHILD SUPPORT PROGRAM

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 17.00

Status: FULL-TIME

Job Code: 171027E

Qualifications: High School diploma or its equivalent and four (4) to six (6) years' experience working in the legal field, preferably with family law, or An Associate's degree as a paralegal/legal secretary or equivalent college credits in any combination of the following areas: Human Services, Human Services related field, Public/Business Administration, Economics, Accounting or Communications and two (2) years' experience working in the legal field. 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. This position further requires continued compliance with the IRS safeguarding procedures pursuant to the revised publication 1075. Possess good math skills. Must maintain confidentiality and comply with the Health Insurance Portability and Accountable Act (HIPAA) standards, as well as any federal, state and tribal standards that may apply. Must be able to attend training and workshops as required to maintain the ability to perform your duties. Valid Driver's license, dependable transportation and proper insurance is required. WORKING CONDITIONS Office setting in a non-smoking environment. Travel is required including overnight stays within the State of Wisconsin and outside the state of Wisconsin.

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

COUNT ASSOCIATE (GRAVE SHIFT)

Closing Date: 11/10/2017

DEPARTMENT OF BUSINESS - HCG-WI DELLS-COUNT

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME

Job Code: 171027F

Qualifications: Minimum High School Diploma or equivalent. One-year experience in responsible cash handling position preferred. One-year experience in accounting/bookkeeping skills preferred. One-year experience in the operation of calculators and office machines preferred. Must have working knowledge of gaming operations. MUST BE BONDABLE. Valid driver's license, dependable transportation and proper insurance, is preferred. Work area is NOT: Smoke, noise, or dust free. 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

FACILITIES PERSON (SHIFT VARIES)

Closing Date: 11/10/2017

DEPARTMENT OF BUSINESS - HCG-WI DELLS-FACILITIES

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME

Job Code: 171027G

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. 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.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

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

HOUSEKEEPING SUPERVISOR (VARIES)

Closing Date: 11/10/2017

DEPARTMENT OF BUSINESS - HCG-WISCONSIN DELLS - HOUSEKEEPING

Location: BARABOO

Submit: Application and Resume

Pay Rate: 18.54

Status: FULL-TIME

Job Code: 171027H

Qualifications: High School Diploma or equivalent, (advanced education desirable). Minimum of three (3) years' experience in housekeeping required and supervisory experience preferred. Must be knowledgeable in all aspects of hotel housekeeping and laundry operations. Must have a working knowledge of database, word processing, spreadsheet applications, property management systems, and have basic familiarity with Microsoft Windows operating system environments. Must have the ability to communicate clearly and effectively verbally and in writing. Must be able to type at least 40 words per minute. Must be able to work varied hours and shifts, including evenings and weekends as needed. Must have good hearing, visual perception, and manual dexterity. May be able on occasion be required to lift and carry up to 35 pounds. Must be dependable and have a steady work history. Must have valid driver's license, dependable transportation, and proper insurance. **WORKING CONDITIONS:** Inside and Outside of the building as needed.

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

MAINTENANCE SPECIALIST (SHIFT VARIES)

Closing Date: 11/10/2017

DEPARTMENT OF BUSINESS - HCG-WI DELLS-FACILITIES

Location: BARABOO

Submit: Application and Resume

Pay Rate: 13.08

Status: FULL-TIME

Job Code: 171027I

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

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

MARKET RESEARCH ANALYST (SHIFT VARIES)

Closing Date: 11/10/2017

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-MARKETING

Location: WITTENBERG

Submit: Application, Resume and Letter of Application

Pay Rate: 23.02

Status: FULL-TIME

Job Code: 171027J

Qualifications: A Bachelor's Degree in Business, Marketing or related field 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. Minimum of three-years gaming experience. Marketing management experience is preferred. Must have feasibility analysis writing experience.

- N** *Ho-Chunk Preference will be applied in hiring.
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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

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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

PHARMACIST (8a-5p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH CLINIC - BRF

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 171027K

Qualifications: Doctor of Pharmacy (PharmD) from an accredited program or Bachelor of Science in Pharmacy (BS Pharmacy) AND Licensed in the State of Wisconsin. Possess a broad professional knowledge in the field of clinical pharmacy, and aspects of the total pharmacy operations. Basic knowledge of medicinal, chemistry, pharmacokinetics, pharmacology, microbiology, pathology and toxicology to independently perform professional assignments. Knowledge of proper drug and medication storage to ensure preservation and security. Knowledge of potential side effects of certain drugs or medications to properly advise and counsel patients. Working knowledge of JACHO/AAHC requirements to include pharmacy and therapeutics, drug utilization and quality improvement and assessment. Valid driver's license, dependable transportation and proper insurance. 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 - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

PRODUCTION COOK (SHIFT VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application

Pay Rate: 12.56

Status: PART-TIME

Job Code: 171027L

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 - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

SLOT SERVICE TECHNICIAN I (2nd SHIFT)

Closing Date:

11/10/2017

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-SLOTS

Location: WITTENBERG

Submit: Application

Pay Rate: 12.56

Status: FULL-TIME

Job Code: 171027M

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

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

SURVEILLANCE AGENT (SHIFT VARIES)

Closing Date:

11/10/2017

DEPARTMENT OF JUSTICE - HCG-NEKOOSA-SURVEILLANCE

Location: NEKOOSA

Submit: Application

Pay Rate: 13.21

Status: FULL-TIME

Job Code: 171027N

Qualifications: Must possess a high school diploma or equivalent. Must have at least one year of higher education. 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. Must have eyesight correctable to 20/20 with no color blindness. Must be able to obtain a Gaming License. Possession of working vehicle, valid driver's license and proper insurance. 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. 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: 11/10/2017

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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

BANK SUPERVISOR (2nd SHIFT)

Closing Date: 11/14/2017

DEPARTMENT OF BUSINESS - HCG-BRF-BINGO

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 171031A

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

LAUNDRY ATTENDANT (SHIFT VARIES)

Closing Date: 11/14/2017

DEPARTMENT OF BUSINESS - HCG-BRF-HOTEL

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 10.00

Status: PART-TIME

Job Code: 171031B

Qualifications: Able to perform duties safely and efficiently. Good math aptitude. Demonstrates initiative, self-motivation and the ability to work in a team setting. Must be able to communicate effectively with employees, and be able to read, write and understand English. Must have good dexterity, manual skills, and good eyesight, cannot be colorblind. Must be able to lift, push and carry heavy loads. Must not be allergic to cleaning chemicals or be sensitive to heat. Must be able to work under these environmental conditions: Indoors/Outdoors, Hot/Cold temperatures, and Fumes/Odors including smoke. Cheerful disposition. Must be able to lift 25lbs. Must be bondable and licensable according to Tribal Policy. High School Diploma or equivalent. Housekeeping/laundry experience a plus. Stand/walk 75%, pushing/pulling 75%, sit 5%, bend 25%, twist 25%, stoop 25%, climb 5%, lift/reach 25%. 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

MAINTENANCE SPECIALIST (3rd SHIFT)

Closing Date: 11/14/2017

DEPARTMENT OF BUSINESS - HCG-BRF-FACILITIES

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 12.00

Status: FULL-TIME

Job Code: 171031C

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. 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

TRIBAL PROSECUTOR (8a-4:30p)

Closing Date: 11/14/2017

DEPARTMENT OF JUSTICE - JUSTICE

Location: BLACK RIVER FALLS

Submit: Application, Resume and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 171031D

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

- N** *Ho-Chunk Preference will be applied in hiring.
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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

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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

BARTENDER (2nd SHIFT)

Closing Date: 11/17/2017

DEPARTMENT OF BUSINESS - HCG-BRF-F&B

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 9.00

Status: PART-TIME

Job Code: 171103A

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

CAGE CASHIER (2nd AND 3rd SHIFT)

Closing Date: 11/17/2017

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-CAGE

Location: NEKOOSA

Submit: Application

Pay Rate: 13.21

Status: FULL-TIME

Job Code: 171103B

Qualifications: MUST BE BONDABLE. Ability to accurately use a calculator and other office machines as required. Must have demonstrated competence in mathematical skills, knowledge of accounting procedures and cash handling ability. Must be trustworthy. Must have working knowledge of gaming operation. Effectively represent the gaming enterprises in public and follow the chain of command. Reads, writes, and understands English. Cannot be colorblind. Must have good eyesight. Must have 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 walk, stoop, bend, and stand for long periods of time. One to three years of appropriate experience. Must have 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 Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

DOCUMENT ANALYST (8a-4:30p)

Closing Date: 11/17/2017

DEPARTMENT OF JUSTICE - JUSTICE

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 17.00

Status: FULL-TIME

Job Code: 171103C

Qualifications: Must have high school diploma or equivalent. Must have college courses in leadership or project management. Associate degree in Computer Science and/or two (2) years Legal Assistant certification preferred. Valid driver's license and appropriate auto insurance required. Four (4) years of responsible office experience including two (2) years with contract review. Minimum of two (2) years of experience in governmental and business office preferred. Minimum of two (2) years of computer experience; working knowledge of computers and software. Work in an office setting. Minimal travel is required.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 11/10/2017

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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

GAMING HALL MANAGER (SHIFT VARIES)

Closing Date: 11/17/2017

DEPARTMENT OF BUSINESS - HCG-BRF-BINGO

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application Pay Rate: 21.00 Status: FULL-TIME Job Code: 171103D

Qualifications: Bachelor's Degree in Business Administration, Accounting, Administrative Management or Marketing is preferred, or a demonstrated successful experience in lieu of a formal degree. Qualifications that may substitute for the college degree are defined as minimum of six (6) years combination of post-secondary education and experience in business management, retail business management, planning, marketing or gaming management. Candidates without a college degree may be required to develop and implement a career development plan, which will result in a college degree within a reasonable amount of time. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable, according to Tribal Policy. Must be able to successfully complete Management Minded Supervision within one (1) year of hire date. Minimum of two (2) years of directly related work experience is required. Demonstrate capability, initiative, self-motivation, communication skills and ability to operate in a "team approach" environment. Must have working knowledge of gaming operations or the ability to gain a working knowledge in six (6) months. Must be able to provide three (3) letters of reference specifically addressing the applicant's Job Description. This job is in an office setting. Must be able to monitor the sessions, employees and customers to ensure all are satisfied with the sessions. Walking, and standing and lifting up to 30 lbs., on occasion.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

HOUSEKEEPING SUPERVISOR (8a-4:30p)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITT- HOTEL

Location: WITTENBERG

Submit: Application and Resume Pay Rate: 15.69 Status: FULL-TIME Job Code: 171103E

Qualifications: High School Diploma or equivalent, (advanced education desirable). Minimum of three (3) years' experience in housekeeping required and supervisory experience preferred. Must be knowledgeable in all aspects of hotel housekeeping and laundry operations. Must have a working knowledge of database, word processing, spreadsheet applications, property management systems, and have basic familiarity with Microsoft Windows operating system environments. Must have the ability to communicate clearly and effectively verbally and in writing. Must be able to type at least 40 words per minute. Must be able to work varied hours and shifts, including evenings and weekends as needed. Must have good hearing, visual perception, and manual dexterity. May be able on occasion be required to lift and carry up to 35 pounds. Must be dependable and have a steady work history. Must have valid driver's license, dependable transportation, and proper insurance. WORKING CONDITIONS: Inside and Outside of the building as needed.

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

INVENTORY CONTROL CLERK (SHIFT VARIES)

Closing Date: 11/17/2017

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

Location: BARABOO

Submit: Application Pay Rate: 14.18 Status: FULL-TIME Job Code: 171103F

Qualifications: Must have High School diploma or GED. Knowledge or prior experience of 1-2 years in inventory procedures is required. Knowledge of computer and clerical skills is required. Must be bondable and able to obtain necessary internal and external permits in order to perform job duties. For example: State sanitation permits, HCN pallet jack safety certification, etc. Valid driver's license, dependable transportation, and proper insurance are preferred. WORKING CONDITIONS: Warehouse setting. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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*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: 11/10/2017

This listing can also be located at www.ho-chunknation.com and is normally updated on Tuesday and Friday 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

PATIENT SERVICES COORDINATOR (8a-4:30p)

Closing Date: 11/17/2017

DEPARTMENT OF HEALTH - HEALTH

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 171103G

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

SENIOR MANAGER FOOD & BEVERAGE (1st SHIFT)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application, Resume and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 171103H

Qualifications: College degree in Hotel and Restaurant management or equivalent experience. Minimum of 5 years progressive supervisory experience in Hotel and Restaurant operations. Must have excellent knowledge of all food and beverage departments. Must have dependable transportation and show proof of valid driver's license and liability insurance.

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

SLOT SERVICE TECHNICIAN II (SHIFT VARIES)

Closing Date: 11/17/2017

DEPARTMENT OF BUSINESS - HCG-MADISON-SLOTS

Location: MADISON

Submit: Application and Resume

Pay Rate: 17.13

Status: FULL-TIME

Job Code: 171103I

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, N7214 US Hwy 45, PO Box J, Wittenberg, WI 54499, (715) 253-3183 - FAX

SURVEILLANCE AGENT (SHIFT VARIES)

Closing Date: 11/17/2017

DEPARTMENT OF JUSTICE - HCG-WITTENBERG-SURVEILLANCE

Location: WITTENBERG

Submit: Application

Pay Rate: 13.60

Status: FULL-TIME

Job Code: 171103J

Qualifications: Must possess a high school diploma or equivalent. Must have at least one year of higher education. 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. Must have eyesight correctable to 20/20 with no color blindness. Must be able to obtain a Gaming License. Possession of working vehicle, valid driver's license and proper insurance. 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. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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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: 11/10/2017

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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

VALET PARKING ATTENDANT (3:30p-MIDNIGHT)

Closing Date: 11/17/2017

DEPARTMENT OF BUSINESS - HCG-BRF-MARKETING

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 9.00 + TIPS Status: FULL-TIME

Job Code: 171103K

Qualifications: Must have a valid driver's license, liability insurance, and dependable transportation with an excellent driving record. Will train, no previous experience necessary. Must be able to perform assigned duties safely and efficiently. Must be physically able to be on your feet for your shift. Must be able to drive both standard and automatic vehicles. A commercial Driver's License with a passenger endorsement is a plus. High School Diploma or equivalent, GED.

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

COUNT ASSOCIATE (1st SHIFT)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-COUNT

Location: MADISON

Submit: Application

Pay Rate: 13.70 Status: FULL-TIME

Job Code: 171107A

Qualifications: Minimum High School Diploma or equivalent. One-year experience in responsible cash handling position preferred. One-year experience in accounting/bookkeeping skills preferred. One-year experience in the operation of calculators and office machines preferred. Must have working knowledge of gaming operations. MUST BE BONDABLE. Valid driver's license, dependable transportation and proper insurance, is preferred. Work area is NOT: Smoke, noise, or dust free. 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

SYSTEMS TECHNICIAN (DAYS/ON CALL)

Closing Date: 11/21/2017

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-IT

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 20.93 Status: FULL-TIME

Job Code: 171107B

Qualifications: Minimum of two-year degree in computer field relating to PC Hardware or 4 years of work experience in Computer Repair (Technician). Minimum: CompTia A+ Certification, MCP in Windows 2000 or 2003. Recommended: CompTia Network + Certification. Experience in cabling, terminating and testing twisted pair and fiber. Experience in troubleshooting, diagnosis and correction of system failures. Experience working in a mixed environment of technologies and protocols. Proficient in Microsoft desktop applications. Background in Tribal or Government programs; gaming operations; HIPAA requirements. Must comply with tribal drug testing policy. *Must apply for and be approved to hold a Ho-Chunk Nation Gaming License. Must be available for flexible work schedules; on-call as needed. Must promote a healthy non-abusive lifestyle. Valid driver's license, dependable transportation and proper insurance. WORKING CONDITIONS: Business casual

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

TENANT SERVICES SPECIALIST (8a-4:30p)

Closing Date: 11/21/2017

HO-CHUNK HOUSING AND COMMUNITY DEVELOPMENT AGENCY - HHCDA

Location: TOMAH

Submit: Application

Pay Rate: 12.00 Status: FULL-TIME

Job Code: 171107C

Qualifications: Must have a high school diploma or equivalent. At least one year of experience in housing counseling and/or knowledge of the financial sector preferred. Must have or willing to obtain certification in Homeownership Counseling. Good oral and written skills. Must have professional demeanor and networking skills. Ability to work with clients on an individual basis along with group setting and public speaking events. Experience in office procedures and working with a variety of personalities. Experience with government and private loan programs preferred. Experience with HUD/Native American programs and with LIHTC's mortgage financing and loan guarantees preferred. Knowledge of computers programs. Be available to work weekends and evenings as needed. Valid driver's license and proper insurance may be required. Preference will be provided to Native Americans.

- N** *Ho-Chunk Preference will be applied in hiring.
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- 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: 11/10/2017

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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

YOUTH ENRICHMENT PROGRAM SPECIALIST (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF EDUCATION - SCHOOL-COMMUNITY RELATIONS

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 16.00

Status: FULL-TIME

Job Code: 171107D

Qualifications: High School Diploma. Two (2) year degree in Business Management, Accounting, Education or related field is preferred. Cannot have been convicted of any violent crime, including domestic violence, a crime against a child or theft of any kind. Cannot have an alcohol related conviction or plea within the last 5 years. Must remain free of any conviction, or cannot have entered any plea other than "not guilty" to any crime or offense related to violence, theft or alcohol while in this position. Failure to do so will result in immediate termination. Must possess a valid driver's license, proper insurance and dependable transportation. Must appear as a good role model for youth and maintain a clean/sober lifestyle. Previous experience with electronic data management systems or electronic filing systems. Prior experience working with children in and educational setting in an advisory capacity or as an active participant in a school district, a parent-teacher association, or JOM parent committee is preferred. WORKING CONDITIONS Office setting. Some travel required. Some night and weekend hours may be necessary.

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