

Quartz Valley Indian Reservation

*** JOB ANNOUNCEMENT ***

Job Description

Position Title: Disaster Assistance Program Damage Supervisor
Daytime Hours: 40 per week
Length of Employment: 6 months maximum
Positions Available: One (1) position
Supervisor: QVIR Tribal Administrator and Joyce Jones, RM/EDS Northern California Indian Development Council, Inc.
Site Supervisor: QVIR Tribal Administrator
Compensation Range: \$17.00 per hour (*Less if not the Driver*)

**** Disaster Assistance in the California Counties Declared National Disaster Areas ****

The Northern California Indian Development Council, Inc. (NCIDC) has been awarded a contract by the California State Employment Development Department–WIOA Division (EDD) to provide temporary job creation to assist in cleanup, repair, and reconstruction of public and private nonprofit property damaged by the recent disasters.

Summary of Duties and Responsibilities

The Reservation Disaster Assistance Program Crew Supervisor will be responsible for performing all tasks assigned to the Reservation Disaster Assistance Crew Members as well as ensuring all workers are performing as required and reporting progress to the Site Supervisor twice daily.

The Disaster Assistant Crew Supervisor is responsible for working alongside the other crew members in clearing damaged tribal lands; cutting and removal of trees, roots and debris; clearing irrigation ditches; culverts, roadsides, erosion bank stabilization; and the general cleanup of damaged/affected areas on the tribal land. The Crew Supervisor is responsible for the day-to-day operation of this crew and making sure that projects are completed in a timely, professional manner. The Supervisor is also responsible for the submission of daily logs, employee time sheets, daily project progress reports, safety meeting logs, equipment in and out logs, vehicle operation logs, vehicle maintenance logs, and any other report that may be necessary for the safe operation of this crew.

MINIMUM Qualifications

1. Must be considered "long-term unemployed" (5 or more weeks).
2. Meet all California State Employment Development Department–Workforce Investment Division (EDD) eligibility guidelines.
3. Ability to understand and follow written and oral instructions.
4. Ability to supervise four or more employees positively to promote the best results on the project.
5. Ability to complete daily logs for: vehicle; equipment in and out; employee time, employee in and out; safety meetings; and other logs as required.
6. Skill in the operation of equipment related to forestry and forest cleanup.
7. Knowledge of safety rules and regulations governing forest work.
8. Ability and aptitude to work consistently in a professional manner.
9. Ability to work as a part of a crew positively.
10. Valid California Driver’s license without impairment and no vehicle infractions (to allow insurance coverage).

Working Conditions and Physical Demands

- Operating chainsaws, pole saws, green machines, picks, shovels, axes, rakes. In addition, other tools as assigned.
- Ability to sit, walk, stand, and bend for extended periods.
- Ability to lift up to 50 lbs.

Indian Preference:

In accordance with CFR 25, Part 276: In accordance with title VII of the Civil Rights Act, Section 701 (b) and 703 (i) preference in filling all vacancies will be given to qualified American Indian Candidates.

To apply, submit application and resume to NCIDC, Joyce Jones: 530-842-6157

Quartz Valley Indian Reservation

*** JOB ANNOUNCEMENT ***

Job Description

Position Title: Disaster Assistance Program Damage Crew Member
Daytime Hours: 40 per week
Length of Employment: 6 months maximum
Positions Available: Four (4) positions
Site Supervisor: QVIR Tribal Administrator and Joyce Jones, RM/EDS Northern California Indian Development Council, Inc.
Supervisor: SDAP Crew Supervisor
Compensation Range: \$15.00 per hour

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**** Storm Disaster Assistance in the California Counties Declared National Disaster Areas ****

The Northern California Indian Development Council, Inc. (NCIDC) has been awarded a contract by the California State Employment Development Department–WIOA Division (EDD) to provide temporary job creation to assist in cleanup, repair and reconstruction of public and private nonprofit property damaged by the recent disasters.

Summary of Duties and Responsibilities

The Reservation Disaster Assistance Crew member is responsible for working alongside the other crew members in clearing/repairing damaged tribal lands; cutting and removal of flooded trees, roots and debris; clearing irrigation ditches; culverts, roadsides, erosion bank stabilization; and the general cleanup of damaged/affected areas on tribal land.

MINIMUM Qualifications

1. Must be considered "long-term unemployed" (15 out of 26 weeks).
2. Meet all California State Employment Development Department–WIOA Division (EDD) eligibility guidelines.
3. Ability to understand and follow written and oral instructions.
4. Skill in the operation of equipment related to forestry and forest cleanup.
5. Knowledge of safety rules and regulations governing forest work.
6. Ability and aptitude to work consistently in a professional manner.
7. Ability to work as a part of a crew positively.

Working Conditions and Physical Demands

- Operating chainsaws, pole saws, green machines, picks, shovels, axes, rakes. In addition, other tools as assigned.
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