

Pascua Yaqui Tribe  
Human Resources Department  
Job Summary



7474 S. Camino de Oeste  
Tucson, Arizona 85757  
PH: (520) 883-5040  
FAX: (520) 883-5036  
www.pascuayaqui-nsn.gov  
JOBLINE: (520) 879-5627

**December 14, 2015**

NOTE: To ensure consideration, apply within the first 5 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

Department	Position	Status	Salary
Education- Community & Adult Education ( <b>Guadalupe</b> )	Adult Education Instructor ( <b>Part-time</b> )	Open Until Filled	\$16.46 per hour
Education – Community & Adult Education	Adult Education Instructor ( <b>Part-time</b> )	Open Until Filled	\$16.46 per hour
Education – Ili Uusim Mahtawapo	Assistant Cook ( <b>Temporary</b> )	Open Until Filled	\$8.73 per hour
<b>Facilities Management</b>	<b>Administrative Support Services Assistant</b>	<b>Open Until Filled</b>	<b>\$10.11 per hour</b>
<b>Finance – Fleet Maintenance</b>	<b>Auto Mechanic</b>	<b>Open Until Filled</b>	<b>\$15.68 per hour</b>
<b>Finance &amp; Operations</b>	<b>Senior Accountant</b>	<b>Open Until Filled</b>	<b>D.O.E.</b>
<b>Finance and Operations/Procurement</b>	<b>Mailroom Clerk</b>	<b>Open Until Filled</b>	<b>\$9.62 per hour</b>
Health/Administration	Deputy Associate Director of Nursing	Open Until Filled	D.O.E.
Health Administration ( <b>Guadalupe</b> )	Deputy Associate Director of Nursing	Open Until Filled	D.O.E.
Health/Administration	Health Business Office Specialist	Open Until Filled	\$15.68 per hour
Health/Behavioral Health	Medical Records Clerk	Open Until Filled	\$11.70 per hour
Health/Behavioral Health ( <b>Guadalupe</b> )	Outreach Specialist	Open Until Filled	D.O.E.
Health/Behavioral Health – New Beginnings	Licensed Practical Nurse (LPN)	Open Until Filled	\$16.46 per hour
Health/Centered Spirit Program- New Beginnings	Case Manager	Open Until Filled	D.O.E.
Health/Centered Spirit Program/ New Beginnings	Medical Nurse Practitioner	Open Until Filled	D.O.E.
Health/Clinical Services	Program Manager – Diabetes	Open Until Filled	D.O.E.
<b>Health – Community Nursing</b>	<b>Community Health Representative</b>	<b>Open Until Filled</b>	<b>\$13.54 per hour</b>

Health - Nursing <b>(Guadalupe)</b>	Community Health Nurse – LPN	Open Until Filled	\$16.46 per hour
Health – Nursing	Community Health Nurse – LPN	Open Until Filled	\$16.46 per hour
<b>Health/Behavioral Health – Guadalupe</b>	<b>Case Manager - CSP</b>	<b>Open Until Filled</b>	<b>\$16.46 per hour</b>
Health/Behavioral Health Services/ Centered Spirit Program	Psychiatric Nurse Practitioner	Open Until Filled	D.O.E.
Health	HIM Program Manager	Open Until Filled	D.O.E.
<b>Health/Sewa Uusim</b>	<b>Administrative Program Manager</b>	<b>Open Until Filled</b>	<b>D.O.E.</b>
<b>Health/Sewa Uusim</b>	<b>Care Specialist Systems of Care</b>	<b>Open Until Filled</b>	<b>\$14.22 per hour</b>
<b>Health/Sewa Uusim</b>	<b>Child/ Family Therapist</b>	<b>Open Until Filled</b>	<b>D.O.E.</b>
<b>Health/Sewa Uusim/Systems of Care</b>	<b>Resource Coordinator</b>	<b>Open Until Filled</b>	<b>D.O.E.</b>
Health/Sewa Uusim/Systems of Care	Horse Wrangler <b>(Part-time)</b>	Open Until Filled	\$10.61 per hour
Health/Sewa Uusim- Methamphetamine Youth Program <b>(Guadalupe)</b>	Prevention Coach	Open Until Filled	\$14.22 per hour
Health/Sewa Uusim- Methamphetamine Youth Program	Prevention Coach	Open Until Filled	\$14.22 per hour
Health/Sewa Uusim –Yoeme Kari Group Home	Yoeme Kari Group Home Coordinator	Open Until Filled	\$16.46 per hour
Health Department/Transportation <b>(Guadalupe)</b>	Transportation Supervisor	Open Until Filled	D.O.E.
Health/Managed Care	Clinical Services Coordinator	Open Until Filled	D.O.E.
Health/ Information Management	Health Information Management Specialist	Open Until Filled	\$17.28 per hour
<b>Office of the Attorney General</b>	<b>Assistant Attorney General</b>	<b>Open Until Filled</b>	<b>D.O.E.</b>
<b>Police Department</b>	<b>Communication Operator</b>	<b>Open Until Filled</b>	<b>\$13.54 per hour</b>
Tribal Courts	Probation Officer	Open Until Filled	\$15.68 per hour

**Important Application Instructions:**

1. Read the job announcement carefully before you apply for each position. Job descriptions can be obtained in HR Office.
2. Complete and submit one application per each position applied for.
3. Resumes are accepted only with the completed application.
4. Attach copies of proof of the highest level of education achieved.
5. Attach a copy of your Driver's License.
6. Attach proof of Tribal enrollment/spouse of Tribal Member (if applicable).
7. Your application and all supplemental materials become property of the Pascua Yaqui Tribe.
8. Please attach 3 business related reference letters.

**Falsification, omission or misstatement of information may immediately disqualify applicant for the position.**

WHERE TO APPLY: <http://www.pascuayaqui-nsn.gov/index.php/employment>

**PASCUA YAQUI PREFERENCE ACTS OF 2000:** Members of the Tribe shall be given absolute preference with respect to hiring and promotions for positions with the Pascua Yaqui Tribe. For persons who meet the above minimum required qualifications preferential treatment shall be based on the following criteria and shall be given in the following:

1) Enrolled Member of the Pascua Yaqui Tribe 2) Spouses of Enrolled Members of the Pascua Yaqui Tribe 3) Enrolled Member of other recognized tribes 4) Other applicants.