

- Must possess basic knowledge of roof repair.
- Must be dependable and able to complete work in a professional manner.
- Must be able to finish drywall and paint.
- Must have basic knowledge of plumbing and electrical.
- Must be able to work without supervision.
- Must be able to retain information with confidentiality.
- Must be willing to do all types of household cleaning.

PREFERRED QUALIFICATIONS:

- Outgoing and energetic personality.
- Organized and highly responsible.
- Customer service and building public service relationships.

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position.

Date Approved by the Tribal Council: 08/03/2021

Sign _____ **Date** _____