

CHAPTER TWO

RECRUITMENT

2. IN-HOUSE RECRUITING

The Human Resources Department shall post all job vacancies on designated Sac and Fox Nation bulletin boards for not less than three (3) working days as part of its "promotion from within" policy. These notices of job vacancies are primarily for Sac and Fox Nation employees to be aware of them first. The Director and/or Business Committee may request Human Resources to recruit both in-house and outside, concurrently, if justified.

The Human Resources department is taking In-House applications for the following position: Environmental Specialist. All applications must be received by Human Resources before the close of business Friday, June 22, 2021.

- **Environmental Specialist #2021-30 (Stroud)** Performs routine technical and professional work in an environmental quality or environmental/public health program or special project. Responsible for collection information and/or conducting various inspections and evaluations related to environmental quality, disposal of hazardous and solid wastes, sanitary and health conditions, protection of natural resources and similar environmental concerns. Basic and routine work is typically performed under general supervision with prescribed objectives in insuring compliance with existing tribal and federal regulations. Skill in operating and maintaining monitoring and detection equipment; in conducting basic laboratory procedures; in establishing and maintaining professional working relationships with others; in writing technical reports; in collecting samples; in applying research methodologies; and GIS and GPS experience. Computer skills required. A bachelor's degree in a climate resilience related field; or; physical, natural or biological science, public health, environmental health or environmental science; OR an equivalent combination of education and experience, substituting one (1) year of professional experience in one of the above listed degree areas for each year of the required education. Must have a valid Oklahoma Driver License and be insurable; must be able to pass a pre-employment drug screen, background check, and physical; must be able to lift up to 50 pounds; must be able to work both outdoors and indoors.