

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.

Human Resources are taking In-House applications for the following position: Library Technician. All applications must be received by Human Resources before the close of business July 9, 2021.

Library Technician #2021-34 (STROUD) The Library/Archives Technician will provide paraprofessional library and archives support. Work requires independent judgment and skills in operating a variety of office machines and functional proficiency in common library and archives duties. Must have high school diploma or equivalent. Prefer some college education. Must have strong computer and clerical experience. Prefer some experience in a history and/or archives setting.