



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

This listing can also be located at www.ho-chunknation.com and is normally updated on Tuesday and Friday of each week.

*To be considered for this position(s) you must submit a copy of your degree/certification for education beyond high school.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

ENVIRO. SERVICES HEAVY DUTY CLEANER (3rd shift)

Closing Date: 9/19/2019

DEPARTMENT OF BUSINESS - HCG-WI DELLS-FACILITIES

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME

Job Code: 190905C

Qualifications: High School Diploma or equivalent is required. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Maintain in compliance with the Ho-Chunk Nation Occupational and Safety and Health Program Act of 2002. Must be bondable. Dependable transportation is required. Maintain confidentiality. One (1) to three (3) years' experience of utilization of industrial machinery. Prior professional experience is preferred: Knowledge, understanding, or previous training of cleaning, chemicals, and applications. WORKING CONDITIONS: Able to work nights, weekends, and holidays as assigned. Smoking atmosphere. All conditions related to weather. Must be able to stoop, kneel, reach, stretch, push, pull, bend, twist, lift, and climb. Continuously lift up to 10 lbs. sometimes lift up to 50 lbs. and rarely lift up to 100 lbs.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

ENVIRO. SERVICE PERSON (3rd Shift)

Closing Date: 9/19/2019

DEPARTMENT OF BUSINESS - HCG-WI DELLS-FACILITIES

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME

Job Code: 190905D

Qualifications: High School Diploma or equivalent is required. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Maintain in compliance with the Ho-Chunk Nation Occupational and Safety and Health Program Act of 2002. Must be bondable. Dependable transportation is required. Maintain Confidentiality. No experience, will train. WORKING CONDITIONS: Able to work nights, weekends, and holidays as assigned. Smoking atmosphere. All conditions related to the weather. Must be able to stoop, kneel, reach, stretch, push, pull, bend, twist, lift and climb. Continuously lift up to 10lbs, sometimes lift up to 50lbs and rarely lift up to 100lbs.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

GUEST SERVICE REPRESENTATIVE (2nd/ 3p-11:30p)

Closing Date: 9/19/2019

DEPARTMENT OF BUSINESS - HCG-WI DELLS-HOTEL

Location: BARABOO

Submit: Application

Pay Rate: 11.99

Status: FULL-TIME

Job Code: 190905E

Qualifications: Ability to type at least 40 words per minute. Able to work varied hours, shifts, including evenings, and weekends if needed. Proficient computer skills. Excellent customer service skills. Must have good communication and possess interpersonal skills. Must have the ability to work effectively in stressful situations. Must understand and follow organizational chain of command.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

SLOT SERVICE TECHNICIAN II (11P-7:30A)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SLOTS

Location: BARABOO

Submit: Application

Pay Rate: 16.36

Status: FULL-TIME

Job Code: 190905J

Qualifications: High School Diploma or GED certificate is required. A two (2) year Degree in Electronics preferred. Must have six (6) months prior experience as a Slot Service Technician I or higher or equivalent experience in related field. Must be bondable and licensable according to tribal policy. Must pass the Slot Service Technician II test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

TRIBAL ACTION PLAN MANAGER (8A-4:30P)

Closing Date: 9/19/2019

DEPARTMENT OF HEALTH - BEHAVIORAL HEALTH

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190905N

Qualifications: Bachelor's degree with an emphasis in English, creative writing, education, business or closely related field. Master's degree preferred. Valid driver's license, dependable transportation and proper insurance are required. Must promote a healthy, non-abusive lifestyle. Demonstrated four (4+) years' experience with success in pre-and post-award experience with government writing and funding collaborative initiatives is preferred. Research administration experience and/or understanding of pre-award administration. WORKING CONDITIONS: General office setting. Travel may be required.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

BAILIFF PROCESS SERVER (1st Shift)

Closing Date: 9/19/2019

DEPARTMENT OF JUSTICE - TRIAL COURT

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 18.00

Status: FULL-TIME

Job Code: 190905A

Qualifications: High school diploma or equivalent. Possess ability to undertake and complete courtroom security training. Must be able to pass a comprehensive background check. No felony convictions, no current open criminal cases or civil matters that would reflect negatively on the Judiciary Branch. Valid driver's license, dependable transportation and proper insurance is required. Must be trained and able to conduct procedures for building entrance, operation of court building surveillance system, and to maintain a safe and secure environment of court building specific to client and public interaction. Must be physically fit according to accepted standards of Wisconsin. Must pass physical ability test, both pre-employment and annually per accepted standards of Wisconsin. Reliability and ability to work without continuous supervision are essential; consequences of errors could result in serious harm to the interests of persons appearing before the Court. Minimum of three (3) years of working with corrections of law enforcement or bailiff experience preferred. Familiarity with courtroom procedures helpful. Understanding of language, customs, traditions and values of the Ho-Chunk Nation. WORKING CONDITIONS: Office setting, courtroom Travel is required for this position.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

PERSONNEL SPECIALIST I (8A-4:30P)

Closing Date: 9/19/2019

DEPARTMENT OF PERSONNEL - PERSONNEL - TOB

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 190905P

Qualifications: High School Diploma or equivalent. Valid driver's license, dependable transportation, and proper insurance are required. Minimum of three (3) years of pertinent work experience in the personnel/human resource field. Office setting.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

SENIOR AUDITOR (8A-4:30P)

Closing Date: 9/19/2019

DEPARTMENT OF BUSINESS - HCG-BRF-REVENUE

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 17.00

Status: FULL-TIME

Job Code: 190905K

Qualifications: Must have strong analytical, technical and organizational skills. Must have effective personnel management skills. Must have working knowledge of computer systems and IRS reporting requirements. Computer and supervisory skills desirable. Proficiency in communication skills. Minimum two year degree, preferably in financial or business field, with GPA of 3.0 (B) or better or comparable educational and/or life experience.

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

SECURITY OFFICER (Varies)

Closing Date: 9/19/2019

DEPARTMENT OF BUSINESS - HCG-BRF-SECURITY

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 190905L

Qualifications: Must have a high school diploma or GED equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable. Must be able to obtain and maintain a Gaming License. Must maintain confidentiality. Must have reliable transportation, a valid driver's license and proper insurance where applicable. Must have a minimum of one (1) year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two (2) years military service. WORKING CONDITIONS May be exposed to a smoking environment frequently. May be exposed to an elevated noise level. While performing the duties of this job, is required to stand, walk, talk and hear. Is occasionally required to sit, run, climb, balance, stoop, kneel, crouch and crawl. Is occasionally required to lift and/or move up to twenty five (25) pounds and may be required to lift and/or move up to one hundred (100) pounds or more with assistance. May occasionally be exposed to all outside weather conditions for extended periods. Ability to work irregular hours and extended shifts including late nights, early mornings, weekends and holidays.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

PROMOTIONS SHIFT SUPERVISOR (Nights)

Closing Date: 9/19/2019

DEPARTMENT OF BUSINESS - HCG-BRF-MARKETING

Location: BRF/TOMAH

Submit: Application and Resume

Pay Rate: 16.00

Status: FULL-TIME

Job Code: 190905H

Qualifications: High School diploma or equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. No experience is required. Prior supervisory experience is preferred. Customer service experience is preferred. Word processing background is preferred. WORKING CONDITIONS: Must have the ability to work varying hours and days, including nights, weekends and holidays to meet operational need. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

SURVEILLANCE AGENT (VARIES)

Closing Date: Open Until Filled

DEPARTMENT OF JUSTICE - HCG-MADISON-SURVEILLANCE

Location: MADISON

Submit: Application and Resume

Pay Rate: 14.85

Status: FULL-TIME

Job Code: 190905M

Qualifications: Must possess a high school diploma or equivalent. Must have at least one year of higher education. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be able to obtain a Gaming License. Possession of working vehicle, valid driver's license and proper insurance. Must have some experience in surveillance/military or criminal justice related field, one (1) year preferred. Four (4) years of casino gaming experience will waive surveillance or criminal justice requirement. WORKING CONDITIONS Must have eyesight correctable to 20/20 with no color blindness. Be able to sit for extended periods of time and observe in close quartered areas. Must be able to work flexible hours as required by the Surveillance Department. Be able to work in a low light environment. Be able to work in a smoke filled environment (gaming floor). Be able to observe CCTV monitors for extended periods of time.

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

HOME SCHOOL COORDINATOR (Varies)

Closing Date: 9/19/2019

DEPARTMENT OF SOCIAL SERVICES - YOUTH SERVICES

Location: NEKOOSA

Submit: Application, Resume and Letter of Application

Pay Rate: 15.24

Status: FULL-TIME

Job Code: 1909050

Qualifications: Associate Degree in combination with experience #1. Must maintain a valid driver's license and insurance. CPR certified or must be certified within 90 days of hire. Must promote a positive, non-abusive, healthy lifestyle. Two (2) years' experience working with students in a school setting in combination with Education #1. Experience working with students with disabilities a plus. **WORKING CONDITIONS** Office setting. Large Group Setting Classroom setting. Frequent travel as assigned. Transportation setting.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

MARKET RESEARCH ANALYST (8a-4:30p)

Closing Date: 9/19/2019

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-MARKETING

Location: NEKOOSA

Submit: Application and Resume

Pay Rate: 22.35

Status: FULL-TIME

Job Code: 190905F

Qualifications: A Bachelor's Degree in Business, Marketing or related field is required. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. Minimum of three-years gaming experience. Marketing management experience is preferred. Must have feasibility analysis writing experience. Minimum of three-years gaming experience. Marketing management experience is preferred. Must have feasibility analysis writing experience. **WORKING CONDITIONS:** Office setting. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/ humid, sub-zero, rainy, snow/icy or sunny.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

PROMOTION HOST/HO-CHUNK NATION (Varies)

Closing Date: 9/19/2019

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-MARKETING

Location: NEKOOSA

Submit: Application

Pay Rate: 14.22

Status: FULL-TIME

Job Code: 190905G

Qualifications: High School diploma or equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. No experience is required. **WORKING CONDITIONS:** Office setting. Must have the ability to work varying hours and days, including nights, weekends and holidays. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny. Facilities with an ancillary site may include travel between site locations.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

BARTENDER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 9.42 + tips

Status: FULL-TIME/PART-TIME

Job Code: 190905B

Qualifications: Must have a High school diploma or equivalent. One to three years of appropriate experience. State Bartender's Certification required. Must have a valid driver's license, dependable transportation and proper insurance.

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

PROMOTIONS SHIFT SUPERVISOR (Varies)

Closing Date: 9/19/2019

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-MARKETING

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 16.74

Status: FULL-TIME

Job Code: 1909051

Qualifications: High School diploma or equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. No experience is required. Prior supervisory experience is preferred. Customer service experience is preferred. Word processing background is preferred. **WORKING CONDITIONS:** Must have the ability to work varying hours and days, including nights, weekends and holidays to meet operational need. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny.

PREVIOUS POSTINGS - FOR ALL FACILITIES

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

BEHAVIORAL HEALTH SHARED CARE MANAGER (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - BEHAVIORAL HEALTH

Location: BARABOO

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190709A

Qualifications: Bachelor's Degree in Behavioral Health field (psychology, social work, etc.) Substance Abuse Counselor (SAC) or Substance Use Counselor-In Training (SAC-IT) preferred; must obtain SAC-IT within 1 year of hire. Must have a valid driver's license, dependable transportation and proper insurance. Must promote a healthy non-abusive lifestyle. Able to document two years of continuous abstinence if in recovery. One year of mental health/substance abuse clinical experience preferred. Experience working with underserved, transient populations preferred. Experience working with patients who have co-occurring mental health, substance abuse, and physical health problems preferred. Experience with screening for common mental health and/or substance use disorders preferred. Experience with assessment and treatment planning for common mental health and/or substance use disorders preferred. Experience with evidence-based counseling techniques (i.e. CBT, DBT, ACT, etc.) preferred. Clinical experience with children, youth, adults and families preferred. Previous experience in working with Native Americans is preferred. **WORKING CONDITIONS:** The duties of this position are routinely performed in medical clinic setting. Walking, sitting, standing and stooping will occur during the normal provision of services. Occasional travel between offices may be required. Some evening hours may be required to accommodate client's work hours.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

EMERGENCY MEDICAL TECHNICIAN (3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SECURITY

Location: BARABOO

Submit: Application, Resume and Transcripts

Pay Rate: 14.18

Status: FULL-TIME/PART-TIME

Job Code: 190705B

Qualifications: Must have a high school diploma or equivalent. A valid/current State of Wisconsin Emergency Medical Technician License is required. A current Healthcare Professional level CPR certification is required. **EXPERIENCE:** All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Maintain complete patient confidentiality. Must be bondable. Must be able to obtain and maintain a Gaming License. Must have reliable transportation, a valid driver's license and proper insurance where applicable. Must be able to write, speak, and understand English. Must be physically able to perform all duties. Security experience is preferred. **WORKING CONDITIONS:** May be exposed to a smoking environment frequently. May be exposed to an elevated noise level. While performing the duties of this job, will be required to sit, stand, walk, stoop, squat, push, pull, bend, crouch, crawl, climb, balance, run, talk and hear. Is frequently required to lift and/or move fifty (50) pounds and may be required to lift and/or move up to two hundred (200) pounds or more with assistance. May occasionally be exposed to all outside weather conditions for extended periods. Ability to work irregular hours and extended shifts including late nights, early mornings, weekends and holidays.

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BINGO FLOOR CLERK (2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-BINGO

Location: BARABOO

Submit: Application

Pay Rate: 10.90+ TIPS Status: FULL-TIME

Job Code: 190712A

Qualifications: Must have a high school diploma or GED. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable. Must be free of money related convictions. Steady and dependable work record with a minimum of one (1) year prior work experience with cash registers. WORKING CONDITIONS Must be able to stand and walk for long periods of time. Must be able to lift and carry up to 35lbs. Must be able to work in a smoking environment.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

DEALER (VARIES) PAID TRAINING PROVIDED

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-TABLE GAMES

Location: BARABOO

Submit: Application

Pay Rate: 7.63 + TIPS Status: FULL-TIME/PART-TIME

Job Code: 190712B

Qualifications: Must have high school diploma or equivalent. Must have successfully completed a recognized dealer training school with proficiency in math. Must successfully complete required orientation and training in Title 31 requirement, Guest Service and Sexual Harassment. Must pass a color blindness test and hearing test when given. Must have perfect or corrected eyesight. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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FACILITIES PERSON (3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-FACILITIES

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME

Job Code: 190719D

Qualifications: High school diploma or equivalent. No experience needed, will train. Basic knowledge of electrical, plumbing, masonry, carpentry and grounds preferred. Basic knowledge of inventory of all units, tools, and materials of real property preferred. Basic knowledge of techniques involved in inspections, analyzing and repair of simple to complex maintenance problems preferred. Basic knowledge of chemical usage, storage, and disposal preferred. Basic knowledge of personal protective equipment preferred. Must be bondable. Able to work night, weekends, and holidays as assigned. Must have dependable transportation. WORKING CONDITIONS: Smoking Environment. All conditions from hot/humid to sub-zero weather. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

MAINTENANCE SPECIALIST (3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-FACILITIES

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME

Job Code: 190719E

Qualifications: High School diploma or equivalent. One (1) to Two (2) years of general maintenance experience. Demonstrated working knowledge of electrical, plumbing, HVAC, masonry, and carpentry and grounds. Demonstrated working knowledge of inventory of all units, tools, and materials of real property. Demonstrated working knowledge of techniques involved in inspections, analyzing, and repair of simple to complex maintenance problems. Demonstrated working knowledge of chemical usage, storage, and disposal preferred. Demonstrated working knowledge of personal protective equipment preferred. Must be bondable. Able to work nights, weekends, and holidays as assigned. Must have a valid driver's license, Dependable transportation and proper insurance Smoking environment. All conditions from hot/humid to sub-zero weather.

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SHUTTLE DRIVER (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS - TRANSPORTATION

Location: BARABOO

Submit: Application

Pay Rate: 13.08 + TIPS Status: FULL-TIME

Job Code: 190719G

Qualifications: High School Diploma or equivalent, GED. Must currently hold and provide proof of Commercial Driver's License with a passenger endorsement, and proper insurance. Must be able to possess a gaming license. Must be a custodian of gaming supplies or cash. Knowledge of gaming is a plus. WORKING CONDITIONS: Must be able to work in a smoking environment. Must be able to work in extreme weather conditions. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

RETAIL ASSOCIATE (2:30p-12:30a)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - WHITETAIL - BARABOO

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME

Job Code: 190618A

Qualifications: High school diploma or equivalent. No prior criminal record in the past seven (7) years. CPR and Food Safety Certification is required within 6 months of hire. None Listed. WORKING CONDITIONS: Position is in the convenience store environment. Able to lift a maximum of fifty (50) pounds from floor to shelf. Able to work nights, weekends and holidays as assigned. All conditions from hot/humid to sub-zero weather. Travel for training as necessary.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

RETAIL ASSOCIATE (1st AND 2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-GIFTSHOP

Location: BARABOO

Submit: Application

Pay Rate: 10.90

Status: FULL-TIME

Job Code: 190628P

Qualifications: High school diploma or equivalent. No prior criminal record in the past seven (7) years. CPR and Food Safety Certification is required within 6 months of hire. None Listed. WORKING CONDITIONS: Position is in the convenience store environment. Able to lift a maximum of fifty (50) pounds from floor to shelf. Able to work nights, weekends and holidays as assigned. All conditions from hot/humid to sub-zero weather. Travel for training as necessary.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

SHIFT LEADER (1st AND 2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-GIFTSHOP

Location: BARABOO

Submit: Application

Pay Rate: 17.45

Status: FULL-TIME

Job Code: 190628Q

Qualifications: High school diploma or equivalent. Must have valid driver's license, dependable transportation and proper insurance. CPR and Food Safety Certification is required within 6 months of hire. Maintain compliance with the Ho-Chunk Nations' Occupational Safety and Health Program Act of 2002. Two (2) to four (4) years of experience as a Retail Associate or lower management, preferably in convenience stores/fuel sales industry. One (1) to two (2) years of supervisory experience. WORKING CONDITIONS: Position is in the convenience store environment. Able to lift a maximum of fifty (50) pounds from floor to shelf. Able to work nights, weekends and holidays as assigned. All conditions from hot/humid to sub-zero weather. Travel for training as necessary.

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*Some of the jobs posted may require a gaming license.

*All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

This listing can also be located at www.ho-chunknation.com and is normally updated on Tuesday and Friday of each week.

*To be considered for this position(s) you must submit a copy of your degree/certification for education beyond high school.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

BUSSER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 10.90

Status: PART-TIME

Job Code: 190806A

Qualifications: Experience working in a fast-paced. High volume, fine dining, casual, and/or night club is preferred. Must acquire and maintain a valid Health Food Handlers Card, Alcohol Awareness Certification, Suspicious Activity, Blood Borne Pathogens (BBP) and other required compliance trainings. All employees must maintain a valid Gaming License from the State Gaming Agency and Tribal Gaming Office prior to beginning work and are required to have license renewed annually.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

ROOM CHEF (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190806B

Qualifications: Professional training through a culinary education or working in a fast-paced high-volume fine dining restaurant/catering facility, full service casual dining preferred. Must have a High School Diploma, G.E.D. or related Food Service Job Experience. Must have a Food Handlers Card and/or Serv Safe. Must complete approved Alcohol Certification Program

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

DISH MACHINE OPERATOR (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 10.90

Status: PART-TIME

Job Code: 190806C

Qualifications: Must possess excellent guest service skills and be a self-starter with the ability to multitask, follow-up and complete tasks in a timely manner with minimum supervision. Ability to communicate with team members, management staff and guests in a clear, businesslike and respectful manner which focuses on generating a positive enthusiastic and cooperative work environment. Ability to clearly communicate, read and write in English. Must acquire and maintain a Food Handlers Card, Blood-Borne Pathogens (BBP) and other required compliance trainings. Ability to work well in a team-oriented, fast-paced, event-driven environment

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

PASTRY COOK (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 10.90

Status: PART-TIME

Job Code: 190806D

Qualifications: Professional training through a culinary education or working in a fast-paced high-volume Restaurant/catering facility, full service casual dining preferred. High School Diploma, G.E.D. or related Food Service Job Experience. Must possess Environmental Health Food Handlers Card and or ServSafe. All employees must obtain a valid gaming license from the State Gaming Agency and Tribal Gaming Office prior to beginning work and are required to have license renewed annually.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

SERVER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 8.72

Status: PART-TIME

Job Code: 190806E

Qualifications: Experience working in a fast-paced, high volume fine dining, casual, and/or nightclub is preferred. In-depth wine and alcohol knowledge preferred. Must have a High School Diploma G.E.D. or related Food Service Job Experience. Must acquire and maintain a valid Health Food Handlers Card, Alcohol Awareness Certification, Suspicious Activity and other required compliance trainings. Attends annual cash handlings/PCI training and follows all cash handling/PCI requirements. All employees must obtain a valid gaming license from the State Gaming Agency and Tribal Gaming Office prior to beginning work and are required to have license renewed annually.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

CATERING SALES MANAGER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190806F

Qualifications: High School diploma or equivalent (G.E.D.), plus minimum 6 months related hospitality industry experience and/or training. 2 or more years in a sales role, with verifiable sales success.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

BANQUET SERVER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 8.72

Status: PART-TIME

Job Code: 190806G

Qualifications: Experience working in a fast-paced, high volume banquet, fine dining, or casual dining preferred. Must have a High School Diploma, G.E.D. or related Food Service Job Experience. Must acquire and maintain a valid Serv-Safe Certification and other required compliance trainings

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

COOK 3 (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 11.99

Status: FULL-TIME/PART-TIME

Job Code: 190806H

Qualifications: Experience working in a fast-paced, high volume restaurant/catering facility, and/or full service casual dining preferred. High School Diploma, G.E.D. or related Food Service Job Experience. Serv-Safe Certification/ Health Food Handlers Card. Must meet Spectra background requirements.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

COOK 5 (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 10.90

Status: FULL-TIME/PART-TIME

Job Code: 190806I

Qualifications: Experience working in a fast-paced, high volume restaurant/catering facility, and/or full service casual dining preferred. High School Diploma, G.E.D. or related Food Service Job Experience. Serv-Safe Certification/ Health Food Handlers Card. All team members must pass Spectra background check.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

COOK 1 (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 14.18

Status: FULL-TIME/PART-TIME

Job Code: 190806J

Qualifications: Professional training through a culinary education or working in a fast-paced high-volume restaurant/catering facility, and/or full service casual dining preferred. High School Diploma, G.E.D. and two or three years of related experience in heavy food production within a multi-outlet facility. Serv-Safe Certification/ Food Handlers Card. Must meet Spectra background requirements.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

BAR BACK (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 10.90

Status: PART-TIME

Job Code: 190806K

Qualifications: Experience working in a fast-paced, high volume fine dining, casual, and/or nightclub is preferred. General wine, beer and spirituous liquor knowledge preferred. Must acquire and maintain a valid Food Handlers Card, Alcohol Awareness Certification, and other required compliance trainings.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

BARTENDER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 8.72

Status: PART-TIME

Job Code: 190806L

Qualifications: Experience working in a fast-paced, high volume fine dining, casual, and/or nightclub is required. In-depth wine and alcohol knowledge preferred. Must have a High School Diploma, G.E.D. or related Food Service Job Experience. Must acquire and maintain a valid Food Handlers Card, Alcohol Awareness Certification, Cash handling, PCI compliance, Suspicious Activity and other required compliance trainings.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

HOST/HOSTESS/CASHIER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 10.90

Status: PART-TIME

Job Code: 190806M

Qualifications: Experience working in a fast-paced, high volume fine dining, casual, and/or nightclub is preferred. Must have a High School Diploma, G.E.D. or related Food Service Job Experience. Must have a Food Handlers Card and/or ServSafe Certification. Must complete the approved Alcohol Certification Program.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

BEVERAGE SERVER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 8.72

Status: PART-TIME

Job Code: 190806N

Qualifications: Experience working in a fast-paced, high volume fine dining, casual, and/or nightclub is preferred. In-depth wine and alcohol knowledge preferred. Must have a High School Diploma, G.E.D. or related Food Service Job Experience. Must acquire and maintain a valid Food Handlers Card, Alcohol Awareness Certification, Suspicious Activity and other required compliance trainings. Attends annual cash handlings/PCI training and follows all cash handling/PCI requirements.

- N** *Ho-Chunk Preference will be applied in hiring.
- O** *A completed application and resume (if specified) must be submitted and received in the appropriate Personnel or Human Resource office (identified above) no later than 4:00pm on the closing date to be considered for the posted position.
- T** *All applicants will be subject to the Ho-Chunk Nation Drug, Alcohol and Controlled Substance Policy.
- E** *Some of the jobs posted may require a gaming license.
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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

WAREHOUSE INVENTORY CLERK (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 14.18

Status: FULL-TIME

Job Code: 1908060

Qualifications: Must have a High School Diploma, G.E.D. 2-3 years related warehouse/receiving job experience. Must pass Spectra background check.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

SOUS CHEF (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190806P

Qualifications: Professional training through a culinary education or working in a fast-paced high-volume fine dining restaurant/catering facility, full service casual dining preferred. Must have a High School Diploma, G.E.D. or related Food Service Job Experience. Must have a Food Handlers Card and ServSafe Certification. Must complete approved Alcohol Certification Program

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

KITCHEN STEWARD (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 10.90

Status: PART-TIME

Job Code: 190806Q

Qualifications: Must possess excellent guest service skills and be a self-starter with the ability to multitask, follow up and complete tasks in a timely manner with minimum supervision. Ability to communicate with team members, management staff and guests in a clear businesslike manner which focuses in generating a positive enthusiastic and cooperative work environment. Ability to clearly communicate, read and write in English. Must acquire and maintain a valid Health Food Handlers Card, Blood-Borne Pathogens (BBP) and other required compliance trainings. Ability to work well in a team-oriented, fast paced, even driven environment.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

EXECUTIVE STEWARD (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190806R

Qualifications: High School diploma or equivalent. Background in Food & Beverage management preferred. Valid driver's license with a safe driving record. Must possess basic computer skills including MS Word and MS Excel. Ability to clearly communicate, read and write in English. Must acquire and maintain a valid Food Handlers Card, Blood-Borne Pathogens (BBP) and other required compliance trainings. Must pass Spectra background requirements.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

MARKET PLACE TEAM MEMBER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - SPECTRA

Location: BARABOO

Submit: Application and Resume

Pay Rate: 10.90

Status: PART-TIME

Job Code: 190806S

Qualifications: Experience working in a fast-paced, high volume fine dining, casual, and/ or nightclub is preferred. Wine and alcohol knowledge preferred. Must have a High school Diploma, G.E.D or related Food Service Job Experience. Must acquire and maintain a valid Food Handlers Card and ServSafe Certification.

- N** *Ho-Chunk Preference will be applied in hiring.
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- T** *All applicants will be subject to the Ho-Chunk Nation Drug, Alcohol and Controlled Substance Policy.
- E** *Some of the jobs posted may require a gaming license.
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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

COUNT ASSOCIATE (VARIED, DAY, GRAVEYARD)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-COUNT

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME

Job Code: 190813B

Qualifications: Must have a high school diploma or equivalent. MUST BE BONDABLE. Must be able to obtain a gaming license. Valid driver's license, dependable transportation and proper insurance is preferred. One year experience in responsible cash handling position is preferred. One year experience in accounting/bookkeeping skills preferred. One year experience in the operation of calculators and office machines preferred. WORKING CONDITIONS: Work area is NOT smoke, noise or dust free. Ability to work a flexible schedule including extended hours, weekends and holidays.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

SECURITY OFFICER(2nd & 3rd shift)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SECURITY

Location: BARABOO

Submit: Application and Resume

Pay Rate: 14.18

Status: FULL-TIME

Job Code: 190705G

Qualifications: Must have a high school diploma or GED equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable. Must be able to obtain and maintain a Gaming License. Must maintain confidentiality. Must have reliable transportation, a valid driver's license and proper insurance where applicable. Must have a minimum of one (1) year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two (2) years military service. WORKING CONDITIONS May be exposed to a smoking environment frequently. May be exposed to an elevated noise level. While performing the duties of this job, is required to stand, walk, talk and hear. Is occasionally required to sit, run, climb, balance, stoop, kneel, crouch and crawl. Is occasionally required to lift and/or move up to twenty five (25) pounds and may be required to lift and/or move up to one hundred (100) pounds or more with assistance. May occasionally be exposed to all outside weather conditions for extended periods. Ability to work irregular hours and extended shifts including late nights, early mornings, weekends and holidays.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

SURVEILLANCE AGENT (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF JUSTICE - HCG-WI DELLS-SURVEILLANCE

Location: BARABOO

Submit: Application and Resume

Pay Rate: 14.18

Status: FULL-TIME

Job Code: 190816L

Qualifications: Must possess a high school diploma or equivalent. Must have at least one year of higher education. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be able to obtain a Gaming License. Possession of working vehicle, valid driver's license and proper insurance. Must have some experience in surveillance/military or criminal justice related field, one (1) year preferred. Four (4) years of casino gaming experience will waive surveillance or criminal justice requirement. WORKING CONDITIONS Must have eyesight correctable to 20/20 with no color blindness. Be able to sit for extended periods of time and observe in close quartered areas. Must be able to work flexible hours as required by the Surveillance Department. Be able to work in a low light environment. Be able to work in a smoke filled environment (gaming floor). Be able to observe CCTV monitors for extended periods of time.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

BANKER/CASHIER (2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-BINGO

Location: BARABOO

Submit: Application

Pay Rate: 13.08

Status: FULL-TIME

Job Code: 190820A

Qualifications: Must have high school diploma or equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable. Must have demonstrated competence in the use of mathematical skills. WORKING CONDITIONS: Loud, smoky, fast-paced environment. Must be able to lift up to 20lbs.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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COMPLIANCE AGENT (8:00A-4:30P)

Closing Date: 9/5/2019

DEPARTMENT OF JUSTICE - COMPLIANCE

Location: BARABOO

Submit: Application and Resume

Pay Rate: 17.45

Status: FULL-TIME

Job Code: 190823C

Qualifications: High School Diploma or equivalent required. Two (2) years of post-high school education preferred. All Compliance employees will be subject to Criminal and Civil Investigations and prior to employment in the Compliance Division. All Compliance Division employees must exceed the minimum requirements of eligibility for issuance of a Ho-Chunk Nation Gaming License as mandated by the Indian Gaming Regulatory Act, the State of Wisconsin Compact, and the Ho-Chunk Nation Amended and Restated Gaming Ordinance. Must be bondable and able to acquire a Notary Public certification. Must possess and maintain a valid driver's license, dependable transportation and proper insurance. Must have computer and record keeping experience, proficient with database, word processing and spreadsheets. Experience in conducting interviews preferred. Experience in handling confidential and personal information preferred. **WORKING CONDITIONS:** All employees will be subject to the drug and controlled substance abuse testing consistent with the Ho-Chunk Nation Drug, Alcohol and Controlled Substance Policy and the Compliance Division Standard Operating Procedures. The position requires work in an office setting. Although the Compliance offices are non-smoking, some locations may include regular exposure to smoke filled common areas within the casinos operated by the Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

CAGE CASHIER (Graveyard)

Closing Date: 9/5/2019

DEPARTMENT OF BUSINESS - HCG-WI DELLS-CAGE

Location: BARABOO

Submit: Application

Pay Rate: 14.18

Status: PART-TIME

Job Code: 190823B

Qualifications: Must have High School Diploma or GED. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be BONDABLE. Must follow chain-of-command. One (1) to three (3) years appropriate experience. **WORKING CONDITIONS:** Casino setting loud, office setting. Cannot be colorblind. Must have good eyesight and full dexterity in both hands. Infrequent lifting of up to 100 lbs. Primary lifting requirements is 10-25 lbs. on consistent basis. Must be able to stand stoop and bend for long periods of time.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

SLOT COMPLIANCE MANAGER (8A-4:30P)

Closing Date: 9/5/2019

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SLOTS

Location: BARABOO

Submit: Application and Resume

Pay Rate: 21.81

Status: FULL-TIME

Job Code: 190823M

Qualifications: High School Diploma or GED certificate is required. Must have five (5) years of experience in Slot Floor Operations or Repair. Must be bondable and licensable to tribal policy. Must be proficient in Microsoft Office Applications. Must pass Slot Compliance Manager Test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wisconsin Dells, S3214 County Road BD, Baraboo, WI 53913, (608) 355-4000 - FAX

SLOT SERVICES TECHNICIAN II (11:00P-7:30A)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WI DELLS-SLOTS

Location: BARABOO

Submit: Application

Pay Rate: 16.36

Status: FULL-TIME

Job Code: 190830L

Qualifications: High School Diploma or GED certificate is required. A two (2) year Degree in Electronics preferred. Must have six (6) months prior experience as a Slot Service Technician I or higher or equivalent experience in related field. Must be bondable and licensable according to tribal policy. Must pass the Slot Service Technician II test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

- N** *Ho-Chunk Preference will be applied in hiring.
- O** *A completed application and resume (if specified) must be submitted and received in the appropriate Personnel or Human Resource office (identified above) no later than 4:00pm on the closing date to be considered for the posted position.
- T** *All applicants will be subject to the Ho-Chunk Nation Drug, Alcohol and Controlled Substance Policy.
- E** *Some of the jobs posted may require a gaming license.
- *All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

This listing can also be located at www.ho-chunknation.com and is normally updated on Tuesday and Friday of each week.

*To be considered for this position(s) you must submit a copy of your degree/certification for education beyond high school.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

COMMUNITY HEALTH REPRESENTATIVE (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: BARABOO/WI DELLS

Submit: Application

Pay Rate: 11.99

Status: FULL-TIME

Job Code: 190628G

Qualifications: High School diploma or equivalent. Must have and maintain valid driver's license, dependable transportation and proper vehicle Insurance. Must lead a non-abusive healthy lifestyle, alcohol free, substance-free and free of domestic violence. Must attend and pass Indian Health Service CHR Basic Training within one (1) year of hire. Must become certified in CPR and First Aid within six (6) months of hire. Must have least one year of experience in healthcare such as CNA, Home Health, or Personal Caregiver. **WORKING CONDITIONS:** General office setting in the department facilities as well as individual/family residences or community sites. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

EXERCISE PHYSIOLOGIST (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - HEALTH & WELLNESS

Location: BARABOO/WI DELLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190709C

Qualifications: Bachelor of Science Degree (Master preferred) in Exercise Physiology. Valid driver's license, dependable transportation, and proper insurance are required. Must promote a healthy non-abusive lifestyle. Professional knowledge of the theories, principles and techniques of education and training in areas such as instruction, counseling, administration, development of criteria and assessment tools, tests, and measures regarding the levels of fitness. **WORKING CONDITIONS:** General office/fitness setting within department facilities as well as community sites. Traveling is a necessity. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

PATIENT SERVICES COORDINATOR (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - BEHAVIORAL HEALTH

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 190709G

Qualifications: High school diploma or GED. Valid driver's license, dependable transportation, and proper insurance. Must live and promote a healthy lifestyle. Six (6) months experience required in a similar service-orientated industry. One (1) year related work experience preferred. Basic computer knowledge and skills are required. Must ensure that all duties are performed in strict compliance with the Privacy Act/HIPAA in maintaining confidentiality. Ability to sit at a computer workstation for long periods of time (greater than 80% of the time) with intermittent standing and walking throughout an eight (8) hour shift. Possess the necessary hand dexterity for typing and writing for long periods of time. Ability to view computer screens for long periods of time. Maintain a clean and healthy work environment. This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets, and other electrical office equipment. Travel may be required for job related trainings.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

FAMILY NURSE PRACTITIONER NURS SUPERVISOR (8a-4:30)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - BEHAVIORAL HEALTH

Location: BLACK RIVER FALLS

Submit: Application, Resume and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190709L

Qualifications: Nurse Practitioner, certified from an accredited governing body, family practice preferred. Will accept certified Nurse Practitioner in ob-gyn, Pediatrics, or Geriatrics, if expertise is appropriate. Current valid Registered Nurse license for the State of Wisconsin. Current valid certification as Nurse Practitioner from accrediting body. Possess or be eligible to obtain a State of Wisconsin Advance Practice Nurse Prescriber number within four (4) months. Possess or be eligible to possess a controlled substance registration certificate from the Drug Enforcement Agency. Possess or obtain and maintain current BLS (Basis Life Support) and ACLS (Advance Cardiac Life Support) certification. Must have a valid driver's license, dependable transportation and proper auto insurance. Promote a healthy, non-abusive lifestyle. Previous supervisory experience in clinical setting. **WORKING CONDITIONS:** Work in a clinic setting providing patient care services, occasionally doing health related activity outside the clinic.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

BEHAVIORAL HEALTH SHARED CARE MANAGER (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - BEHAVIORAL HEALTH

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190709B

Qualifications: Bachelor's Degree in Behavioral Health field (psychology, social work, etc.) Substance Abuse Counselor (SAC) or Substance Use Counselor-In Training (SAC-IT) preferred; must obtain SAC-IT within 1 year of hire. Must have a valid driver's license, dependable transportation and proper insurance. Must promote a healthy non-abusive lifestyle. Able to document two years of continuous abstinence if in recovery. One year of mental health/substance abuse clinical experience preferred. Experience working with underserved, transient populations preferred. Experience working with patients who have co-occurring mental health, substance abuse, and physical health problems preferred. Experience with screening for common mental health and/or substance use disorders preferred. Experience with assessment and treatment planning for common mental health and/or substance use disorders preferred. Experience with evidence-based counseling techniques (i.e. CBT, DBT, ACT, etc.) preferred. Clinical experience with children, youth, adults and families preferred. Previous experience in working with Native Americans is preferred. **WORKING CONDITIONS:** The duties of this position are routinely performed in medical clinic setting. Walking, sitting, standing and stooping will occur during the normal provision of services. Occasional travel between offices may be required. Some evening hours may be required to accommodate client's work hours.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

LEGISLATIVE ASSISTANT CLERK (8a-4:30p)

Closing Date:

Open Until Filled

LEGISLATIVE - LEGISLATIVE - TOB

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 18.00

Status: FULL-TIME

Job Code: 190705F

Qualifications: High School Diploma or equivalent. Two (2) year Associate Degree preferred. Must pass a background check. Notary Public preferred. Two (2) year experience in an office setting. **WORKING CONDITIONS:** Sitting long hours in an office setting typing on a computer. Must be able to lift 35-60 pounds. Professional dress code.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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CERTIFIED PHARMACY TECHNICIAN (8a-5p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - PHARMACY

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190701A

Qualifications: Graduate of a formal one-year training program and/or possess certification from the National Pharmacy Technician Board (PTCB) is required. Prefer applicants who have a strong educational background in physical sciences especially chemistry. Maintain CPR certification. Comply with the Ho-Chunk Nation Drug and Alcohol Policy. Experience working in a pharmacy or related health care field.

WORKING CONDITIONS: Ability to stand and walk for a full eight-hour shift required. Ability to work required long periods of standing, bending, reaching and lifting of boxes of medications weighing twenty pounds or less. Standing and walking are greater than 90% of time.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

GEOGRAPHIC INFORMATION SYS SPECIALIST (1st SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF ADMINISTRATION - REALTY

Location: BLACK RIVER FALLS

Submit: Application, Resume, Letter of Application and Transcripts

Pay Rate: 17.00

Status: FULL-TIME

Job Code: 190621F

Qualifications: Must have a DGPS (Different Global Positioning System) education and possess a (2) two-year degree in a GIS-related field such as Geography, Earth Science, Engineering, Biology, or Natural Resources. Must have a valid Wisconsin driver's license, proof of insurance, and reliable transportation. Must have work experience with GIS software and CAD (Computer Aided Drafting). Must have experience with DGPS data collection. WORKING CONDITIONS: Work is primarily sedentary in an office setting. Some physical exertion (walking, bending, climbing, and lifting) may be required when visiting site locations. This work may entail long hours under a time constraint. There is occasional need to travel to isolated areas and over rough terrain.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

PAYROLL SPECIALIST (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF TREASURY - PAYROLL-TOB

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 14.00

Status: FULL-TIME

Job Code: 190611E

Qualifications: Minimal requirement is a High School diploma. Prefers a two (2) year business degree from an accredited college or university. No convictions for any felony or for a misdemeanor involving dishonesty or breach of public trust. Must pass a background check as dictated in Treasury Department Policy. Two (2) years' experience as Payroll Specialist or Payroll Bookkeeper with payroll runs of at least 2,000 employees per pay period. WORKING CONDITIONS: Work in an office setting

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

SUPPORTIVE CARE WORKER (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 10.00

Status: FULL-TIME

Job Code: 190611G

Qualifications: Must have high school diploma or equivalent. Must be 21 years of age or older. Valid Driver's license, dependable transportation and proper insurance are required. Must promote a healthy, non-abusive lifestyle. Current First Aid/CPR certification or must be obtained within one (1) month of hire date. Personal Care Worker 40 hour certificate must be completed within one (1) year of hire date. Completes National Incident Management System (NIMS)/Incident Command System (ICS) 100, 700 certification within six (6) months of employment. WORKING CONDITIONS: All Supportive Services are in the home and community setting. Traveling is a necessity. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

SECURITY OFFICER -TRIAL COURTS (1st Shift)

Closing Date:

Open Until Filled

DEPARTMENT OF JUSTICE - JUDICIARY BRANCH-SECURITY

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 190806U

Qualifications: Must have a high school diploma or GED equivalent. All Trial Court employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be trained and able to conduct procedures for building entrance, operation of court building surveillance system, and to maintain a safe and secure environment of court building specific to client and public interaction. Must be bondable. Must maintain confidentiality. Must be physically fit according to accepted standards of Wisconsin. Must have reliable transportation, a valid driver's license and proper insurance where applicable. Must complete all mandated training for this position and annual refresher training. Must have one (1) year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two (2) years military service. WORKING CONDITIONS: While performing the required duties of this position, will be required to stand, walk, talk and hear. Will occasionally be required to sit, run, climb, balance, stoop, kneel, crouch and crawl. Will occasionally be required to lift and/or move up to twenty five (25) pounds and may be required to lift and/or move up to one hundred (100) pounds or more with assistance. May be exposed to smoking environment on a once a week basis. Will occasionally assist with reception desk duties as needed.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

WAREHOUSEMAN (8A-430P)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - FOOD DISTRIBUTION CENTER

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 10.00

Status: FULL-TIME

Job Code: 190726Q

Qualifications: High school diploma or equivalent. Must have a valid driver's license, dependable transportation and proper insurance. Must obtain Commercial Driver's License (CDL) probationary license within 90 days of hire. Must obtain CDL license within six (6) months of hire. Must promote a healthy, non-abusive lifestyle. WORKING CONDITIONS: Warehouse setting within department facilities as well as community sites including clients' homes and workplaces. Travel is required. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous

NOTE

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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COMMUNITY HEALTH NURSE SUPERVISOR (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: BLACK RIVER FALLS

Submit: Application, Resume and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190730E

Qualifications: Bachelors of Science Degree in Nursing/Masters preferred. Current Wisconsin Nursing License. Must have valid driver's license, dependable transportation and proper insurance. Must promote a healthy non-abusive lifestyle. Minimum one (1) year experience in related field. Experience in Community Health Nursing practices, principals, assessments and evaluation process. General office setting in the department facilities as well as community sites. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication. Traveling is a necessity

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

CASE MANAGER (Days)

Closing Date:

Open Until Filled

DEPARTMENT OF SOCIAL SERVICES - CHILD AND FAMILY SERVICES

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190802A

Qualifications: Bachelor's Degree in Human Services or related field is required. Must maintain a valid Wisconsin driver's license and insurance. Must adhere to all applicable confidentiality laws. Must promote a positive, non-abusive, healthy lifestyle. One (1) to two (2) years of experience, demonstrating working knowledge of case management. WORKING CONDITIONS Case Manager will work in the field for 60% of this position but will have office work 40% of the time. Case Manager is required to travel, sometimes during inclement weather. Case Managers may be required to lift up to 50 pounds. Home visits must be conducted, sometimes in unsafe environments. Work hours are subject to change, requiring flexibility as needed.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

SOCIAL WORKER (Days)

Closing Date:

Open Until Filled

DEPARTMENT OF SOCIAL SERVICES - CHILD AND FAMILY SERVICES

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190802G

Qualifications: Bachelor's Degree in Social Work or related field required. Master's Degree in Social Work or related field is preferred. Possess a Wisconsin Social Work Certification or License. Must maintain a valid Wisconsin driver's license and insurance. Must adhere to all applicable confidentiality laws. Must promote a positive, non-abusive, healthy lifestyle. One (1) to two (2) years of experience, demonstrating working knowledge of social work field of practice is preferred. WORKING CONDITIONS: Social Worker will work in the field (60% of the time) but will have office work 40% of the time. Social Worker is required to travel, sometimes during inclement weather. Social Workers may be required to lift up to 50 pounds infrequently. Home visits must be conducted, sometimes in unsafe environments. Work hours are subject to change, requiring flexibility as needed.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

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YOUTH SERVICES DIVISION DIRECTOR (Varies)

Closing Date: 9/13/2019

DEPARTMENT OF SOCIAL SERVICES - YOUTH SERVICES

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: 24.00

Status: FULL-TIME

Job Code: 190830K

Qualifications: Bachelor's Degree in Human Services field. High School Diploma and experience #1 may be substituted for Education #1. Must maintain a valid driver's license and insurance. Must promote a positive and healthy lifestyle, non-abusive, healthy lifestyle. Must adhere to all applicable confidentiality laws. In combination with Education #2- four-(4) years' experience in program management including supervision and budget development. Knowledge and experience with administrative practices, procedures, fiscal management, public administration and Human Resources. Professional work experience working with co-workers, other tribal departments, local agencies and the general public. WORKING CONDITIONS: Office setting, frequent travel required.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

SYSTEM ADMINISTRATOR (1st Shift)

Closing Date: 9/5/2019

DEPARTMENT OF ADMINISTRATION - HCG-BRF-IT

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 21.00

Status: FULL-TIME

Job Code: 190823N

Qualifications: Minimum of 2-year degree in Computer Science or Information Management. Minimum MCSA in Windows 2000 or 2003, CompTia Network+ Certification. Recommended CCNA Certification. Must have a valid driver license, dependable transportation and proper insurance. Experience with routing, cabling, installation of networking operating systems, switches, VLAN's, and interfacing with multiple topologies and environments. Experience in troubleshooting, diagnosis and correction of system failures. WORKING CONDITIONS: Business casual, ADA-Compliant facility. May be exposed to a smoking environment frequently. May be exposed to an elevated noise level. May be required to work on ladders, under or behind equipment and in a tight space. Must be able to lift 50 lbs from floor to overhead occasionally. Must be available flexible work schedules; on-call needed.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

VENDOR LICENSING SPECIALIST (8A-4:30P)

Closing Date: 9/5/2019

DEPARTMENT OF JUSTICE - COMPLIANCE - TOB

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 16.00

Status: FULL-TIME

Job Code: 190823P

Qualifications: High School Diploma or equivalent required. Two (2) years of post-high school education preferred. All Compliance employees will be subject to Criminal and Civil Investigations and prior to employment in the Compliance Division. Must be bondable and able to acquire a Notary Public certification. Must possess and maintain a valid driver's license and proper insurance. Four (4) years of experience on accounting, purchasing, contract review, background investigations or gaming finance required. Must have computer and record keeping experience, proficient with database, word processing and spreadsheets. WORKING CONDITIONS: All employees will be subject to the drug and controlled substance abuse testing consistent with the Ho-Chunk Nation Drug, Alcohol, and Controlled Substance Policy and the Compliance Division Standard Operating Procedures. The position requires work in an office setting. Although the Compliance offices are non-smoking, some locations may include regular exposure to smoke filled common areas within the casinos operated by the Nation. Periodic travel to other facilities operated by the Nation or to off-site conferences or training may also be required.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

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COMMUNITY HEALTH OFFICE MANAGER (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 16.00

Status: FULL-TIME

Job Code: 190827A

Qualifications: High school diploma. Associate's degree in health preferred or three (3) to five (5) years experiences in the health field. Must have a valid driver's license, dependable transportation and proper insurance. Promote a healthy and non-abusive lifestyle. WORKING CONDITIONS: General office setting in the department facilities as well as community sites. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

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PHARMACIST (8A-5P)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - PHARMACY

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190830F

Qualifications: Doctor of Pharmacy (Pharm.D.) from an accredited program or Bachelor of Science in Pharmacy (BS Pharmacy) AND State Board Licensed in the State of Wisconsin. Valid driver's license, dependable transportation and proper insurance. WORKING CONDITIONS: Ability to work required long periods of standing, bending, reaching, and lifting boxes of pharmacy supplies weighing fifty pounds or less. Willingness and ability to perform required travel to field locations to provide pharmacy services. Standing and walking are greater than 90% of the time.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

LIFE SKILLS COORDINATOR (Days)

Closing Date:

9/5/2019

DEPARTMENT OF SOCIAL SERVICES - COMMUNITY SUPPORTIVE SERVICES

Location: BLACK RIVER FALLS

Submit: Application, Resume and Letter of Application

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190823I

Qualifications: Associates Degree in Human Services or Social Sciences. Must adhere to all applicable confidentiality laws. Must maintain a valid driver's license, dependable transportation, and insurance. Must promote a positive, non-abusive, healthy lifestyle. Two (2) years relevant work experience. Three (3) to five (5) years relevant work experience. WORKING CONDITIONS: Office environment, client's homes, youth centers, county jails, as well as other nonstandard workplaces located in all HCN communities if needed. Must be able to adjust standard work week to meet the needs of clients or community including evenings and occasional weekends. Travel is required to worksites and/or meetings and trainings. Must be able to lift up to 20 lbs.

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*Some of the jobs posted may require a gaming license.

*All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

This listing can also be located at www.ho-chunknation.com and is normally updated on Tuesday and Friday of each week.

*To be considered for this position(s) you must submit a copy of your degree/certification for education beyond high school.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

ENVIRONMENTAL TECHNICIAN (DAYS)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - ENVIRONMENTAL HEALTH

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 16.00

Status: FULL-TIME

Job Code: 190820D

Qualifications: High School Diploma with one year of college coursework in a closely related field or a strong interest in pursuing a degree in an environmental field of study. OR Bachelor's Degree in Environmental Science, Environmental Health, Water Resources, Soil Science, Natural Resources or closely related field. Must have a valid driver's license, dependable transportation and proper insurance. Must have minimum qualification as a Wildland Federal Firefighter Type 2 (FFT2) or obtain qualification within three (3) month of hire. Maintain confidentiality in accordance with Department Policy, Privacy Act/HIPAA regulations Must have experience using various computer programs including Microsoft Word and Excel. Must have experience operating UTVs, light truck and farm equipment. **WORKING CONDITIONS:** Must be willing to travel on a daily basis. This position requires frequent standing, walking, sitting and occasional exposure to inclement weather (heat/cold). Frequent standing, walking, bending, squatting, kneeling and balancing on uneven terrain. Frequent lifting and carrying 10-25 lbs.; occasionally lift and carry 35-50 lbs.; and infrequently having to lift 75-100 lbs. Visual acuity and hearing are necessary for daily activities.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

PRODUCTION COOK (Days, Nights & Weekends)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-F&B

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 11.00

Status: FULL-TIME/PART-TIME

Job Code: 190816J

Qualifications: Excellent cooking skills, able to follow proper sanitation and food safety guidelines. High school diploma or GED. 1-3 years of appropriate experience preferred.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

BELL PERSON (1st & 2nd shift)

Closing Date:

9/13/2019

DEPARTMENT OF BUSINESS - HCG-BRF-HOTEL

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 8.00

Status: FULL-TIME/PART-TIME

Job Code: 190830A

Qualifications: High school graduate or equivalent. Ability to communicate clearly and effectively verbally and in writing. Able to work varied hours and shifts, including evenings and weekends if needed. Must understand and follow organizational chain of command. Requires standing, walking, writing, and hearing and visual perception. Must be able to lift and carry up to 25 pounds on a regular basis, up to 50 pounds on occasional basis. Must be bondable. Must have dependable transportation. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

CAGE CASHIER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-CAGE

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 13.00

Status: FULL-TIME

Job Code: 190823A

Qualifications: Must have High School Diploma or GED. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be BONDABLE. Must follow chain-of-command. One (1) to three (3) years appropriate experience. **WORKING CONDITIONS:** Casino setting loud, office setting. Cannot be colorblind. Must have good eyesight and full dexterity in both hands. Infrequent lifting of up to 100 lbs. Primary lifting requirements is 10-25 lbs. on consistent basis. Must be able to stand stoop and bend for long periods of time.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

REVENUE AUDITOR (DAYS)

Closing Date: 9/10/2019

DEPARTMENT OF BUSINESS - HCG-BRF-REVENUE

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 14.00

Status: FULL-TIME

Job Code: 190827C

Qualifications: Two (2) year Associates Degree in Auditing, Accounting, or Business field is required. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable. Must be able to obtain a Gaming Class II and/or III Gaming License. Minimum of two (2) year auditing or business field experience. WORKING CONDITIONS Must be able to work varying schedules in order to meet the needs of the operation. Inside work, seated at desk, for the majority of the day. Some lifting and standing required.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

ENVIRONMENTAL SERVICE PERSON (All Shifts)

Closing Date: 9/13/2019

DEPARTMENT OF BUSINESS - HCG-BRF-FACILITIES

Location: BLACK RIVER FALLS

Submit: Application and Resume

Pay Rate: 10.00

Status: FULL-TIME

Job Code: 190830D

Qualifications: High School Diploma or equivalent is required. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Maintain in compliance with the Ho-Chunk Nation Occupational and Safety and Health Program Act of 2002. Must be bondable. Dependable transportation is required. Maintain Confidentiality. No experience, will train. WORKING CONDITIONS: Able to work nights, weekends, and holidays as assigned. Smoking atmosphere. All conditions related to the weather. Must be able to stoop, kneel, reach, stretch, push, pull, bend, twist, lift and climb. Continuously lift up to 10lbs, sometimes lift up to 50lbs and rarely lift up to 100lbs.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

FRONT DESK SUPERVISOR (1st, 2nd & 3rd shift)

Closing Date: 9/13/2019

DEPARTMENT OF BUSINESS - HCG-BRF-HOTEL

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 15.00

Status: FULL-TIME

Job Code: 190830E

Qualifications: High school graduate or equivalent, advanced education desirable. Minimum two years' work experience in a hotel preferred or other supervisory experience considered. Ability to communicate clearly and effectively verbally and in writing. Basic familiarity with the Microsoft windows computer operating system environment. Ability to work varied hours and shifts, including evenings and weekends if needed. Must understand and follow organizational chain of command. Requires keyboarding, standing, walking, writing, sitting, and hearing and visual perception and required to lift and carry up to 25 lbs. Must have valid driver's license, dependable transportation, and proper insurance.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

BINGO FLOOR CLERK

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-BINGO

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 10.00

Status: FULL-TIME

Job Code: 190726R

Qualifications: Must have a high school diploma or GED. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable. Must be free of money related convictions. Steady and dependable work record with a minimum of one (1) year prior work experience with cash registers. WORKING CONDITIONS Must be able to stand and walk for long periods of time. Must be able to lift and carry up to 35lbs. Must be able to work in a smoking environment.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

SLOT SERVICE TECHNICIAN I (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 12.00

Status: FULL-TIME

Job Code: 190607I

Qualifications: High School Diploma or GED certificate is required. Must have one (1) year money handling experience. Must be bondable and licensable according to tribal policy. Must pass a basic mathematics test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the HCN. All employees are subject to the Drug, Alcohol and Controlled Substance Policy.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

SLOT SERVICE TECHNICIAN II (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 15.00

Status: FULL-TIME

Job Code: 190607J

Qualifications: High School Diploma or GED certificate is required. A two (2) year Degree in Electronics preferred. Must have six (6) months prior experience as a Slot Service Technician I or higher or equivalent experience in related field. Must be bondable and licensable according to tribal policy. Must pass the Slot Service Technician II test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

SLOT SERVICE SUPERVISOR (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 16.00

Status: FULL-TIME

Job Code: 190607L

Qualifications: High School Diploma or GED certificate is required. Must have one (1) year of experience in Slot Floor Operations and/or Repair. Must have one (1) year of supervisory experience. Must be bondable and licensable according to tribal policy. Must be proficient in Microsoft Office Applications. Must pass Slot Service Supervisor Test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

DEALER (VARIES) PAID DEALER TRAINING PROVIDED

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-TABLEGAMES

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 7.00 + TIPS

Status: FULL-TIME/PART-TIME

Job Code: 190628M

Qualifications: Must have high school diploma or equivalent. Must have successfully completed a recognized dealer training school with proficiency in math. Must successfully complete required orientation and training in Title 31 requirement, Guest Service and Sexual Harassment. Must pass a color blindness test and hearing test when given. Must have perfect or corrected eyesight. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

FRONT DESK ATTENDANT (2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-HOTEL

Location: BLACK RIVER FALLS

Submit: Application

Pay Rate: 11.00

Status: FULL-TIME

Job Code: 190712C

Qualifications: High school graduate or equivalent desired. Knowledge of the hotel lodging system, computer application, typewriters and other front office equipment. Must be able to read, write, and possess good communications and interpersonal skills. Minimum of one year of hotel front desk experience, experiences handling cash, accounting procedures, and general administrative tasks. Requires keyboarding, writing, standing, sitting walking, repetitive motion, hearing and visual perception. May on occasion have to lift and carry up to 25 pounds. Must understand and follow organizational chain of command. Ability to work varying hours and days (including weekends and holidays). Must be bondable. Must have dependable transportation. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

COMMUNITY ELDER REPRESENTATIVE (1st shift)

Closing Date:

9/13/2019

DEPARTMENT OF SOCIAL SERVICES - TRIBAL AGING UNIT

Location: LA CROSSE

Submit: Application

Pay Rate: 16.15

Status: FULL-TIME

Job Code: 190830C

Qualifications: Possess a high school diploma or equivalent (GED/HSED). Must complete CPR certification. Must adhere to all applicable confidentiality laws. Must have a valid driver's license, proper insurance and dependable transportation. Knowledge of tribal and non-tribal service resources available to tribal elders. Must promote a positive, non-abusive and healthy lifestyle. Must attend a cultural sensitivity class and show respect for elders. WORKING CONDITIONS: Office setting, Frequent travel required.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

SECURITY OFFICER (1st AND 3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SECURITY

Location: MADISON

Submit: Application and Resume

Pay Rate: 14.85

Status: FULL-TIME

Job Code: 190827D

Qualifications: Must have a high school diploma or GED equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable. Must be able to obtain and maintain a Gaming License. Must maintain confidentiality. Must have reliable transportation, a valid driver's license and proper insurance where applicable. Must have a minimum of one (1) year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two (2) years military service. WORKING CONDITIONS: May be exposed to an elevated noise level. While performing the duties of this job, is required to stand, walk, talk and hear. Is occasionally required to sit, run, climb, balance, stoop, kneel, crouch and crawl. Is occasionally required to lift and/or move up to twenty five (25) pounds and may be required to lift and/or move up to one hundred (100) pounds or more with assistance. May occasionally be exposed to all outside weather conditions for extended periods. Ability to work irregular hours and extended shifts including late nights, early mornings, weekends and holidays.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

PROMOTIONS HOST/ HOSTESS (1st and 2nd Shift) Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-MARKETING

Location: MADISON

Submit: Application Pay Rate: 15.99 Status: FULL-TIME Job Code: 190823K

Qualifications: High School diploma or equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. No experience is required. WORKING CONDITIONS: Office setting. Must have the ability to work varying hours and days, including nights, weekends and holidays. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny. Facilities with an ancillary site may include travel between site locations.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

LANDSCAPER (1st Shift) Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application Pay Rate: 13.70 Status: FULL-TIME Job Code: 190816F

Qualifications: General knowledge and experience of operating heavy equipment. Must have horticultural knowledge. Must be willing to work under all kinds of weather conditions from hot and humid, to sub-zero weather. Must be able to bend, stoop, stand, and walk. Work under minimal supervision, be able to follow through on assignments, and have a cheerful disposition. Must be mechanically inclined, have good dexterity, and manual skills. Must have mechanical knowledge and aptitude to construct theme arrangements. Must have a valid Class B, CDL driver's license, liability insurance, and reliable transportation to work. Demonstrate initiative, self-motivation and the ability to work in a team setting. Must be able to communicate effectively with employees and patrons, be able to read, write, and understand English. Able to perform duties safely and efficiently. Must be in good physical condition, heavy lifting required, must be able to lift 50lbs. Must be bondable and licensable according to Tribal Policy. High school diploma or equivalent, and two years of appropriate experience. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

MAINTENANCE SPECIALIST (2nd Shift) Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application Pay Rate: 13.70 Status: FULL-TIME Job Code: 190816H

Qualifications: High School diploma or equivalent. One (1) to Two (2) years of general maintenance experience. Demonstrated working knowledge of electrical, plumbing, HVAC, masonry, and carpentry and grounds. Demonstrated working knowledge of inventory of all units, tools, and materials of real property. Demonstrated working knowledge of techniques involved in inspections, analyzing, and repair of simple to complex maintenance problems. Demonstrated working knowledge of chemical usage, storage, and disposal preferred. Demonstrated working knowledge of personal protective equipment preferred. Must be bondable. Able to work nights, weekends, and holidays as assigned. Must have a valid driver's license, Dependable transportation and proper insurance WORKING CONDITIONS: Smoking environment. All conditions from hot/humid to sub-zero weather. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

- N** *Ho-Chunk Preference will be applied in hiring.
- O** *A completed application and resume (if specified) must be submitted and received in the appropriate Personnel or Human Resource office (identified above) no later than 4:00pm on the closing date to be considered for the posted position.
- T** *All applicants will be subject to the Ho-Chunk Nation Drug, Alcohol and Controlled Substance Policy.
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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

PROMOTIONS MANAGER (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-MARKETING

Location: MADISON

Submit: Application and Resume

Pay Rate: 19.41

Status: FULL-TIME

Job Code: 190712G

Qualifications: High School diploma or equivalent is required. Two (2) years of college preferred. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. Must have and maintain a valid driver's license and at a minimum, liability auto insurance. Must have excellent supervisory skills and scheduling experience. Minimum of three (3) years' in advertising, special events, or promotion. Marketing management experience preferred. Gaming industry background is preferred. WORKING CONDITIONS: Office setting. Must have the ability to work varying hours and days, including nights, weekends and holidays to meet operational need. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

SLOT SERVICE SUPERVISOR (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SLOTS

Location: MADISON

Submit: Application and Resume

Pay Rate: 18.27

Status: FULL-TIME

Job Code: 190607M

Qualifications: High School Diploma or GED certificate is required. Must have one (1) year of experience in Slot Floor Operations and/or Repair. Must have one (1) year of supervisory experience. Must be bondable and licensable according to tribal policy. Must be proficient in Microsoft Office Applications. Must pass Slot Service Supervisor Test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

RESTAURANT BEVERAGE SUPVR.-GRILL (2ND/3RD)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application and Resume

Pay Rate: 14.85

Status: FULL-TIME

Job Code: 190723J

Qualifications: High school diploma or GED. Minimum 1-year bar management with at least one-year supervisor experience

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

CAGE CASHIER (2nd & 3rd Shifts)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-CAGE

Location: MADISON

Submit: Application

Pay Rate: 14.85 + TIPS Status: FULL-TIME

Job Code: 190802I

Qualifications: Must have High School Diploma or GED. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be BONDABLE. Must follow chain-of-command. One (1) to three (3) years appropriate experience. WORKING CONDITIONS: Casino setting loud, office setting. Cannot be colorblind. Must have good eyesight and full dexterity in both hands. Infrequent lifting of up to 100 lbs. Primary lifting requirements is 10-25 lbs. on consistent basis. Must be able to stand stoop and bend for long periods of time.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

SLOT SERVICE TECHNICIAN II (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SLOTS

Location: MADISON

Submit: Application and Resume

Pay Rate: 17.13

Status: FULL-TIME

Job Code: 190802J

Qualifications: High School Diploma or GED certificate is required. A two (2) year Degree in Electronics preferred. Must have six (6) months prior experience as a Slot Service Technician I or higher or equivalent experience in related field. Must be bondable and licensable according to tribal policy. Must pass the Slot Service Technician II test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

ENVIRONMENTAL SERVICE PERSON (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application

Pay Rate: 11.42

Status: FULL-TIME

Job Code: 190730K

Qualifications: High School Diploma or equivalent is required. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Maintain in compliance with the Ho-Chunk Nation Occupational and Safety and Health Program Act of 2002. Must be bondable. Dependable transportation is required. Maintain Confidentiality. No experience, will train. Able to work nights, weekends, and holidays as assigned. Smoking atmosphere. All conditions related to the weather. Must be able to stoop, kneel, reach, stretch, push, pull, bend, twist, lift and climb. Continuously lift up to 10lbs, sometimes lift up to 50lbs and rarely lift up to 100lbs.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

ENVIRONMENTAL SERVICES SUPERVISOR (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-FACILITY

Location: MADISON

Submit: Application and Resume

Pay Rate: 19.41

Status: FULL-TIME

Job Code: 190730L

Qualifications: High School Diploma or equivalent is required. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable. Must have valid driver's license, dependable transportation and proper insurance. Adheres and follows the Ho-Chunk Nation Employment Relations Act of 2004, the Ho-Chunk Nation Occupational Safety and Health Program Act of 2002, the Environmental Services/Facility Department Standard Operating Procedures, OSHA, and other policies, procedures, rules, regulations, or other directives. Maintains strict confidentiality regarding all aspects of confidential information. One (1) to two (2) years of supervisory experience. Experience and ability to operate various cleaning equipment. WORKING CONDITIONS: Able to work nights, weekends, and holidays as assigned. Position requires visual acuity, color perception, and eye-hand coordination. Must be able to wear Personal Protective equipment, including safety shoes, when necessary. Smoking environment. All conditions from hot/humid to sub-zero weather.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

RESTAURANT SITE MANAGER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application and Resume

Pay Rate: 19.41

Status: FULL-TIME

Job Code: 190730M

Qualifications: Associate Degree in restaurant/bar/hotel management is required. Bachelors of Arts (preferred), Two Years' experience in restaurant/bar/hotel management. Prior successful supervisory experience. Accounting and record-keeping experience is required. WORKING CONDITIONS: Restaurant setting. While performing the duties of this job, the employee is exposed to kitchen equipment to include ovens, stoves, grills, fryers and sharp objects. Exposure to second hand tobacco smoke. The noise level in the work environment is usually moderate.

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*All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

SOUS CHEF (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application and Resume

Pay Rate: 19.41

Status: FULL-TIME

Job Code: 190730N

Qualifications: Ensures kitchen equipment and facilities are maintained in safe and sanitary condition. Participates in food cost planning and control administration. Promotes positive public relations. Performs other duties as assigned by supervisor. College degree (may substitute additional experience for degree) 2-4 years of appropriate experience. Strong organization, culinary, and supervisory skills. State Bar certification required. Health card required. Must have a valid driver's license, liability insurance, and dependable transportation.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

BAR PORTER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application

Pay Rate: 10.28

Status: FULL-TIME/PART-TIME

Job Code: 190806V

Qualifications: Able to lift 50 pounds. Must be able to read, write and understand English. High school graduate or equivalent desired. Will train. No previous experience needed.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

BEVERAGE SERVER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-F&B

Location: MADISON

Submit: Application

Pay Rate: 9.14

Status: FULL-TIME/PART-TIME

Job Code: 190806W

Qualifications: Will train. Some food experience helpful

APPLY & INQUIRE AT: Ho-Chunk Gaming - Madison, 4002 Evan Acres Road, Madison, WI 53718, (608) 224-1801 - FAX

SLOT FLOOR PERSON (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-MADISON-SLOTS

Location: MADISON

Submit: Application

Pay Rate: 12.56

Status: FULL-TIME

Job Code: 190806Z6

Qualifications: MUST BE BONDABLE. High school diploma, GED or in the process of acquiring the same. Must be able to stand for long periods of time, exceeding an 8 hour shift. Must have dexterity in both hands, ability to carry up to 30 pounds. Knowledge of condition codes on machines helpful, but not required. Good communication and public relations skills. Accounting or money handling experience. Ability to read, write and understand English. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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*To be considered for this position(s) you must submit a copy of your degree/certification for education beyond high school.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

CERTIFIED NURSING ASSISTANT (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: NEKOOSA

Submit: Application

Pay Rate: 13.21

Status: FULL-TIME

Job Code: 190719B

Qualifications: Must have high school diploma or equivalent. Certified Nurse Assistant certification is required. Current First Aid/CPR certification or must be obtained within one (1) month of hire date. Must be 21 years of age or older. Must promote a healthy, non-abusive lifestyle. Valid Driver's license, dependable transportation and proper insurance are required. WORKING CONDITIONS All health care services are in the home and community setting. Traveling is a necessity. Be available to work in other Health office locations as assigned by supervising CHN and CHN Supervisors. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

COMMUNITY HEALTH NURSE (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: NEKOOSA

Submit: Application, Resume and Transcripts

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190719C

Qualifications: Bachelors of Science Degree in Nursing; will accept Graduate Nurse with obtaining Registered Nurse license within 6 months of employment. Current Wisconsin Nursing License or Graduate Nurse from Accredited Bachelor of Science Institution. Must have valid driver's license, dependable transportation and proper insurance. Must promote a healthy, non-abusive lifestyle. Completes National Incident Management System (NIMS)/Incident Command System (ICS) 100, 700 certification within six (6) months of employment Minimum one (1) year experience in related field. Experience in Community Health Nursing practices, principals, assessments and evaluation process. WORKING CONDITIONS Administrative duties are performed in office/clinic setting and health care services provided in clinic and community setting. Traveling is a necessity. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

DEALER- Paid trainings (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-TABLE GAMES

Location: NEKOOSA

Submit: Application

Pay Rate: 7.11 + Tips

Status: FULL-TIME/PART-TIME

Job Code: 190726B

Qualifications: Must have high school diploma or equivalent. Must have successfully completed a recognized dealer training school with proficiency in math. Must successfully complete required orientation and training in Title 31 requirement, Guest Service and Sexual Harassment. Must pass a color blindness test and hearing test when given. Must have perfect or corrected eyesight. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

FOOD & BEVERAGE JANITOR (Evenings)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 10.16

Status: FULL-TIME/PART-TIME

Job Code: 190726G

Qualifications: Will train, but some food service or custodial experience is preferred. Must be able to lift 50 pounds. High school diploma or equivalent desired.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

LINE COOK (Days and Evenings shifts)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 10.16

Status: FULL-TIME/PART-TIME

Job Code: 190726H

Qualifications: High School diploma or equivalent. 1 – 3 years of appropriate experience preferred. Health card required

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

PANTRY/PREP COOK (DAYS)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 10.16

Status: PART-TIME

Job Code: 190726J

Qualifications: Able to follow rules of food sanitation and safety. Excellent cooking skills. High school diploma or equivalent desired. 2-4 years of appropriate experience preferred.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

PRODUCTION COOK (DAYS AND EVENINGS)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 11.17

Status: FULL-TIME/PART-TIME

Job Code: 190726L

Qualifications: Excellent cooking skills, able to follow proper sanitation and food safety guidelines. High school diploma or GED. 1-3 years of appropriate experience preferred.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

SURVEILLANCE AGENT (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF JUSTICE - HCG-NEKOOSA-SURVEILLANCE

Location: NEKOOSA

Submit: Application

Pay Rate: 13.21

Status: FULL-TIME

Job Code: 190806Z9

Qualifications: Must possess a high school diploma or equivalent. Must have at least one year of higher education. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be able to obtain a Gaming License. Possession of working vehicle, valid driver's license and proper insurance. Must have some experience in surveillance/military or criminal justice related field, one (1) year preferred. Four (4) years of casino gaming experience will waive surveillance or criminal justice requirement. WORKING CONDITIONS Must have eyesight correctable to 20/20 with no color blindness. Be able to sit for extended periods of time and observe in close quartered areas. Must be able to work flexible hours as required by the Surveillance Department. Be able to work in a low light environment. Be able to work in a smoke filled environment (gaming floor). Be able to observe CCTV monitors for extended periods of time.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

COUNT ASSOCIATE (GRAVE)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-COUNT

Location: NEKOOSA

Submit: Application

Pay Rate: 12.19

Status: FULL-TIME

Job Code: 190621C

Qualifications: Must have a high school diploma or equivalent. MUST BE BONDABLE. Must be able to obtain a gaming license. Valid driver's license, dependable transportation and proper insurance is preferred. One year experience in responsible cash handling position is preferred. One year experience in accounting/bookkeeping skills preferred. One year experience in the operation of calculators and office machines preferred. WORKING CONDITIONS: Work area is NOT smoke, noise or dust free. Ability to work a flexible schedule including extended hours, weekends and holidays.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

FOOD SERVER (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-F&B

Location: NEKOOSA

Submit: Application

Pay Rate: 8.13

Status: FULL-TIME/PART-TIME

Job Code: 190621E

Qualifications: High school diploma or equivalent desired.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

CAGE CASHIER (2nd AND 3rd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-CAGE

Location: NEKOOSA

Submit: Application

Pay Rate: 13.21

Status: FULL-TIME

Job Code: 190628D

Qualifications: Must have High School Diploma or GED. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be BONDABLE. Must follow chain-of-command. One (1) to three (3) years appropriate experience. WORKING CONDITIONS: Casino setting loud, office setting. Cannot be colorblind. Must have good eyesight and full dexterity in both hands. Infrequent lifting of up to 100 lbs. Primary lifting requirements is 10-25 lbs. on consistent basis. Must be able to stand stoop and bend for long periods of time.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

MARKETING ASSISTANT(8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-MARKETING

Location: NEKOOSA

Submit: Application

Pay Rate: 13.21

Status: FULL-TIME

Job Code: 190705D

Qualifications: High School diploma or equivalent. Some college education preferred. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. Two years' work experience in marketing related field with some knowledge of advertising and promotions. WORKING CONDITIONS Office setting. Must have the ability to work varying hours and days, including nights, weekends and holidays. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

GRAPHIC DESIGNER (8A-4:30P)

Closing Date: 9/5/2019

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-MARKETING

Location: NEKOOSA

Submit: Application and Resume

Pay Rate: 18.28

Status: FULL-TIME

Job Code: 190823G

Qualifications: Bachelor's Degree in Graphic Design from an accredited 4-year college or university. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. Valid driver's license, dependable transportation and proper insurance. At least three years of experience in graphic design or related field. At least three years of experience producing computerized graphics within a PC or Macintosh environment. Experience in web page design
WORKING CONDITIONS Office setting. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

TABLE GAMES OPERATIONS MANAGER (1st Shift)

Closing Date: 9/5/2019

DEPARTMENT OF BUSINESS - HCG-NEKOOSA-TABLE GAMES

Location: NEKOOSA

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190823O

Qualifications: Must have a high school diploma or equivalent. All Casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must have valid driver's license, dependable transportation, and proper insurance. Must have perfect or corrected eyesight with the ability to hear game activity within an elevated noise environment. Cannot be colorblind. Minimum of five (5) years of Table Games Supervisory experience. **WORKING CONDITIONS:** Fast-paced casino floor environment.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Nekoosa, 949 Cty Trk. G, Nekoosa, WI 54457, (715) 886-3649 - FAX

RETAIL ASSOCIATE (2nd SHIFT)

Closing Date: Open Until Filled

DEPARTMENT OF BUSINESS - WHITETAIL - NEKOOSA

Location: NEKOOSA

Submit: Application

Pay Rate: 10.16

Status: FULL-TIME/PART-TIME

Job Code: 190827B

Qualifications: High school diploma or equivalent. No prior criminal record in the past seven (7) years. CPR and Food Safety Certification is required within 6 months of hire. None Listed. **WORKING CONDITIONS:** Position is in the convenience store environment. Able to lift a maximum of fifty (50) pounds from floor to shelf. Able to work nights, weekends and holidays as assigned. All conditions from hot/humid to sub-zero weather. Travel for training as necessary.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

SECURITY OFFICER (2nd shift)

Closing Date: Open Until Filled

DEPARTMENT OF ADMINISTRATION - ADMINISTRATION

Location: TOMAH

Submit: Application

Pay Rate: 13.22

Status: QUARTER-TIME

Job Code: 190830H

Qualifications: Must be bondable. Must be of sound character, with the ability to make sound judgments. Must not have been convicted of an offense, which is related to theft, fraud, children or elders. Must be able to communicate well with the public under all circumstances. Ability to write clear and concise reports, and be able to work well with co-workers. Able to take orders, and carry them out efficiently. Able to complete all phases of mandatory training and physically capable to perform all training. Able to read, write and communicate effectively. Must have a high school diploma or in the process of acquiring the same. Must have a valid driver's license, dependable transportation and liability insurance. Must be 18 years of age or older. Must have 1 year experience in basic law enforcement or related field or waiver able within 2 years' experience.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

RETAIL ASSOCIATE (2nd SHIFT 2:25p-12:25a)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - WHITETAIL - TOMAH

Location: TOMAH

Submit: Application

Pay Rate: 10.17

Status: FULL-TIME

Job Code: 190820I

Qualifications: High school diploma or equivalent. No prior criminal record in the past seven (7) years. CPR and Food Safety Certification is required within 6 months of hire. WORKING CONDITIONS: Position is in the convenience store environment. Able to lift a maximum of fifty (50) pounds from floor to shelf. Able to work nights, weekends and holidays as assigned. All conditions from hot/humid to sub-zero weather. Travel for training as necessary.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

SECURITY OFFICER (2nd SHIFT)

Closing Date:

Open Until Filled

DEPARTMENT OF ADMINISTRATION - ADMINISTRATION

Location: TOMAH

Submit: Application

Pay Rate: 13.22

Status: QUARTER-TIME

Job Code: 190820J

Qualifications: Must be bondable. Must be of sound character, with the ability to make sound judgments. Must not have been convicted of an offense, which is related to theft, fraud, children or elders. Must be able to communicate well with the public under all circumstances. Ability to write clear and concise reports, and be able to work well with co-workers. Able to take orders, and carry them out efficiently. Able to complete all phases of mandatory training and physically capable to perform all training. Able to read, write and communicate effectively. Must have a high school diploma or in the process of acquiring the same. Must have a valid driver's license, dependable transportation and liability insurance. Must be 18 years of age or older. Must have 1 year experience in basic law enforcement or related field or waiver able within 2 years' experience.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

COMMUNITY HEALTH REPRESENTATIVE (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: TOMAH

Submit: Application

Pay Rate: 11.18

Status: FULL-TIME

Job Code: 190628H

Qualifications: High School diploma or equivalent. Must have and maintain valid driver's license, dependable transportation and proper vehicle Insurance. Must lead a non-abusive healthy lifestyle, alcohol free, substance-free and free of domestic violence. Must attend and pass Indian Health Service CHR Basic Training within one (1) year of hire. Must become certified in CPR and First Aid within six (6) months of hire. Must have least one year of experience in healthcare such as CNA, Home Health, or Personal Caregiver. WORKING CONDITIONS: General office setting in the department facilities as well as individual/family residences or community sites. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

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APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

COMMUNITY HEALTH NURSE (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: TOMAH

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190611B

Qualifications: Bachelors of Science Degree in Nursing; will accept Graduate Nurse with obtaining Registered Nurse license within 6 months of employment. Current Wisconsin Nursing License or Graduate Nurse from Accredited Bachelor of Science Institution. Must have valid driver's license, dependable transportation and proper insurance. Must promote a healthy, non-abusive lifestyle. Completes National Incident Management System (NIMS)/Incident Command System (ICS) 100, 700 certification within six (6) months of employment Minimum one (1) year experience in related field. Experience in Community Health Nursing practices, principals, assessments and evaluation process. WORKING CONDITIONS Administrative duties are performed in office/clinic setting and health care services provided in clinic and community setting. Traveling is a necessity. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

SLOT SERVICE TECHNICIAN I (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-BRF-SLOTS

Location: TOMAH

Submit: Application

Pay Rate: 12.20

Status: FULL-TIME

Job Code: 190607K

Qualifications: High School Diploma or GED certificate is required. Must have one (1) year money handling experience. Must be bondable and licensable according to tribal policy. Must pass a basic mathematics test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the HCN. All employees are subject to the Drug, Alcohol and Controlled Substance Policy.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

FACILITIES PERSON (Varies)

Closing Date:

9/5/2019

DEPARTMENT OF BUSINESS - HCG-BRF-FACILITIES

Location: TOMAH

Submit: Application and Resume

Pay Rate: 12.20

Status: FULL-TIME

Job Code: 190823E

Qualifications: High school diploma or equivalent. No experience needed, will train. Basic knowledge of electrical, plumbing, masonry, carpentry and grounds preferred. Basic knowledge of inventory of all units, tools, and materials of real property preferred. Basic knowledge of techniques involved in inspections, analyzing and repair of simple to complex maintenance problems preferred. Basic knowledge of chemical usage, storage, and disposal preferred. Basic knowledge of personal protective equipment preferred. Must be bondable. Able to work night, weekends, and holidays as assigned. Must have dependable transportation. WORKING CONDITIONS: Smoking Environment. All conditions from hot/humid to sub-zero weather. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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*Some of the jobs posted may require a gaming license.

*All employees will be required to attend orientation or training to attain knowledge of the history, culture and traditions of the Ho-Chunk Nation.



DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

This listing can also be located at www.ho-chunknation.com and is normally updated on Tuesday and Friday of each week.

*To be considered for this position(s) you must submit a copy of your degree/certification for education beyond high school.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Black River Falls, W9010 Hwy 54 East, Black River Falls, WI 54615, (715) 284-7582 - FAX

CAGE CASHIER (Swing)

Closing Date: 9/13/2019

DEPARTMENT OF BUSINESS - HCG-TOMAH-CASINO

Location: TOMAH

Submit: Application

Pay Rate: 13.22

Status: FULL-TIME

Job Code: 190830B

Qualifications: Must have High School Diploma or GED. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be BONDABLE. Must follow chain-of-command. One (1) to three (3) years appropriate experience. WORKING CONDITIONS: Casino setting loud, office setting. Cannot be colorblind. Must have good eyesight and full dexterity in both hands. Infrequent lifting of up to 100 lbs. Primary lifting requirements is 10-25 lbs. on consistent basis. Must be able to stand stoop and bend for long periods of time.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

SURVEILLANCE DIRECTOR (Varies)

Closing Date: 9/13/2019

DEPARTMENT OF JUSTICE - SURVEILLANCE

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: DOQ

Status: FULL-TIME

Job Code: 190830I

Qualifications: Must have two (2) years of higher education, two (2) or four (4) year degree in criminal justice, investigation, surveillance or related field preferred. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable to obtain a gaming license. Possession of working vehicle, valid driver's license and proper Insurance. Four (4) year surveillance related experience required. Two (2) years of management experience preferred. WORKING CONDITIONS: Must have eyesight correctable to 20/20 with no color blindness. Be able to sit for extended periods of time and observe in close quartered areas. Must be able to work flexible hours as required by the Surveillance Department. Must be able to interview subjects one on one, in a close proximity environment. Must be able to work in a low light environment. Must be able to work in a smoke filled environment (gaming floor). Must be able to observe CCTV monitors for extended periods

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

YOUTH COORDINATOR (1st & 2nd shift)

Closing Date: 9/13/2019

DEPARTMENT OF SOCIAL SERVICES - YOUTH SERVICES

Location: WITTENBERG

Submit: Application, Resume and Letter of Application

Pay Rate: 15.69

Status: FULL-TIME

Job Code: 190830J

Qualifications: High School Diploma or equivalent. Must adhere to all applicable confidentiality laws. Must lead a non-abusive lifestyle; alcohol-free, substance-free, and free of domestic violence required throughout employment. CPR certified or must be certified within 90 days of hire. Must maintain a valid Wisconsin driver's license, dependable transportation, and insurance. Two (2) years' experience working with youth in a structured program. Working experience facilitating youth discussion groups. Working experience with Microsoft; Outlook, Word, Excel, Access, PowerPoint and Publisher. WORKING CONDITIONS: Office setting. Classroom setting. Transportation setting. Large group setting. Frequent travel as assigned.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

COMMUNITY HEALTH REPRESENTATIVE (8a-4:30p)

Closing Date:

Open Until Filled

DEPARTMENT OF HEALTH - COMMUNITY HEALTH

Location: WITTENBERG

Submit: Application

Pay Rate: 11.51

Status: FULL-TIME

Job Code: 190628J

Qualifications: High School diploma or equivalent. Must have and maintain valid driver's license, dependable transportation and proper vehicle insurance. Must lead a non-abusive healthy lifestyle, alcohol free, substance-free and free of domestic violence. Must attend and pass Indian Health Service CHR Basic Training within one (1) year of hire. Must become certified in CPR and First Aid within six (6) months of hire. Must have least one year of experience in healthcare such as CNA, Home Health, or Personal Caregiver. WORKING CONDITIONS: General office setting in the department facilities as well as individual/family residences or community sites. Work performed in the community is sometimes subject to conditions ranging from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, sudden temperature changes, and poor illumination at the job site or due to travel on the job. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects and other disease vectors, toxins, hazardous materials, and animals. In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

APPLY & INQUIRE AT: Ho-Chunk Nation Department of Personnel, P.O. Box 667, Black River Falls, WI 54615, (715) 284-9465 - FAX

TRIBAL AGING UNIT ASSISTANT COOK (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF SOCIAL SERVICES - TRIBAL AGING UNIT

Location: WITTENBERG

Submit: Application

Pay Rate: 10.00

Status: FULL-TIME

Job Code: 190719I

Qualifications: Must have a high school diploma or equivalent. Must be at least 18 years of age. Preferably Native American. Must obtain ServSafe certification within one year. Must have or acquire a CPR certificate. Must have valid driver's license, dependable transportation, and proper insurance. Must promote a positive, non-abusive, healthy lifestyle. Must adhere to all applicable confidentiality laws. Congenial and friendly and be in good physical condition. Experience in food preparation and knowledge of nutritional needs. Must be willing to work with Elders and be able to communicate with the Elders WORKING CONDITIONS Kitchen and office setting. Some travel required.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

BEVERAGE SERVER (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 8.37

Status: PART-TIME

Job Code: 190723D

Qualifications: Will train. Some food experience helpful.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

SLOT SERVICE TECHNICIAN II (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-SLOTS

Location: WITTENBERG

Submit: Application

Pay Rate: 15.69

Status: FULL-TIME

Job Code: 190716J

Qualifications: High School Diploma or GED certificate is required. A two (2) year Degree in Electronics preferred. Must have six (6) months prior experience as a Slot Service Technician I or higher or equivalent experience in related field. Must be bondable and licensable according to tribal policy. Must pass the Slot Service Technician II test at time of interview. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

DINING ROOM PORTER (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME

Job Code: 190607C

Qualifications: Must be able to lift 50 pounds. Will train, some food service experience helpful. High school diploma or equivalent desired.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

COUNT ASSOCIATE (3:45a -12:15p)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-COUNT

Location: WITTENBERG

Submit: Application

Pay Rate: 12.56

Status: FULL-TIME/PART-TIME

Job Code: 190625A

Qualifications: Must have a high school diploma or equivalent. MUST BE BONDABLE. Must be able to obtain a gaming license. Valid driver's license, dependable transportation and proper insurance is preferred. One year experience in responsible cash handling position is preferred. One year experience in accounting/bookkeeping skills preferred. One year experience in the operation of calculators and office machines preferred. WORKING CONDITIONS: Work area is NOT smoke, noise or dust free. Ability to work a flexible schedule including extended hours, weekends and holidays.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

PROMOTIONS HOST HOSTESS (VARIES)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-MARKETING

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 14.65

Status: FULL-TIME

Job Code: 190625D

Qualifications: High School diploma or equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. No experience is required. Office setting. Must have the ability to work varying hours and days, including nights, weekends and holidays. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny. Facilities with an ancillary site may include travel between site locations.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

OFFICE MANAGER (8a-430p)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-FINANCE

Location: WITTENBERG

Submit: Application

Pay Rate: 16.79

Status: FULL-TIME

Job Code: 190730D

Qualifications: High school diploma or equivalent. Associates Degree, preferred. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation and must be bondable. Valid driver's license, dependable transportation, and proper insurance. Must be able to maintain confidentiality. Must have experience in office management. Experience in office management, preferred. Office Setting. Must be willing to work weekends, and evenings, if necessary.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

SECURITY OFFICER (2nd and 3rd Shifts)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-SECURITY

Location: WITTENBERG

Submit: Application

Pay Rate: 13.60

Status: FULL-TIME/PART-TIME

Job Code: 190823L

Qualifications: Must have a high school diploma or GED equivalent. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable. Must be able to obtain and maintain a Gaming License. Must maintain confidentiality. Must have reliable transportation, a valid driver's license and proper insurance where applicable. Must have a minimum of one (1) year formal security or law enforcement training or experience (military or civilian). Security training or experience may be waived with a minimum of two (2) years military service. WORKING CONDITIONS May be exposed to a smoking environment frequently. May be exposed to an elevated noise level. While performing the duties of this job, is required to stand, walk, talk and hear. Is occasionally required to sit, run, climb, balance, stoop, kneel, crouch and crawl. Is occasionally required to lift and/or move up to twenty five (25) pounds and may be required to lift and/or move up to one hundred (100) pounds or more with assistance. May occasionally be exposed to all outside weather conditions for extended periods. Ability to work irregular hours and extended shifts including late nights, early mornings, weekends and holidays.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

FOOD SERVER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 8.37

Status: FULL-TIME

Job Code: 190823F

Qualifications: High school diploma or equivalent desired.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

DISHWASHER (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: PART-TIME

Job Code: 190823D

Qualifications: Will train. High school diploma or equivalent desired.

APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

GROUP SALES REPRESENTATIVE (1st Shift)

Closing Date:

9/5/2019

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-MARKETING

Location: WITTENBERG

Submit: Application and Resume

Pay Rate: 16.74

Status: FULL-TIME

Job Code: 190823H

Qualifications: High School diploma or equivalent. Two years of college education preferred. All casino employees will be subject to the Criminal and Background restrictions of the Ho-Chunk Nation. Must be bondable and hold a gaming license throughout employment. Minimum of two (2) years prior experience in Customer Service, Sales or Gaming Operations. WORKING CONDITIONS Office setting. Ability to work varying hours and days including weekends and holidays. Noisy, smoky and sometimes stressful in a fast paced multi-tasking environment. Combination of standing (possibly long periods of time), sitting, walking, reaching and bending. All outdoor weather conditions possible, including but not limited to: hot/humid, sub-zero, rainy, snow/icy or sunny.

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DEPARTMENT OF PERSONNEL

HO-CHUNK NATION JOB POSTING

POST DATE: 9/5/2019

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APPLY & INQUIRE AT: Ho-Chunk Gaming - Wittenberg, N7198 US Hwy 45, Wittenberg, WI 54499, (715) 253-3183 - FAX

PANTRY PREP COOK (Varies)

Closing Date:

Open Until Filled

DEPARTMENT OF BUSINESS - HCG-WITTENBERG-F&B

Location: WITTENBERG

Submit: Application

Pay Rate: 10.46

Status: FULL-TIME

Job Code: 190823J

Qualifications: Able to follow rules of food sanitation and safety. Excellent cooking skills. High school diploma or equivalent desired. 2-4 years of appropriate experience preferred.

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