



VACANT POSITION

The Hoopa Valley Tribe is accepting applications for the following vacant position:

Emergency Services Coordinator

The Office of Emergency Services is seeking applicants for a Regular F/T position. Salary \$12.00 - \$16.00/hr., DOE; This position reports to the Director of the Office of Emergency Services (OES), and assists in the implementation of the Hoopa Valley Tribe's emergency preparedness, prevention, response, mitigation and disaster recovery program. This is a non supervisory position. The coordinator assists in the development of emergency response processes, including development of required emergency preparedness and response planning documents. Hoopa OES is a professional uniformed organization and requires all employees to wear uniforms provided by the department.

QUALIFICATIONS: Must be 18 years or older; High School Diploma or GED Certificate; Bachelor's degree from an accredited college with major course work in emergency management, or a related field. i.e., Emergency Services, Law Enforcement, Fire Department Medical Services is desirable; At least five (5) years experience in Emergency Management or Emergency Services related field, in a professional paid or volunteer organization; one (1) year of emergency services related work in a supervisory or lead position at the Company Officer/Field Supervisor or higher level in a professional paid or volunteer organization; Possess a valid California Class C Driver's License and insurable; Incident Command System certificates: ICS 100, 200, 300 IS 700 and 800.

DEADLINE: MARCH 4, 2016

For more information, job description and application, contact the Human Resources Department, Hoopa Valley Tribe, P.O. Box 218, Hoopa, CA 95546 or call (530) 625-9200 ext. 15. The Hoopa Valley Tribe's Drug & Alcohol Policy and TERO Ordinance apply.

