



THE HOOPA VALLEY TRIBE IS NOW HIRING!!!!

DIRECTOR OF ROADS, AGGREGATE & READY-MIX

DIRECTOR, Hoopa Roads, Aggregate & Ready-mix. Regular, Full-time. Salary: \$75,000-\$120,00/Annually. Under the general supervision of the Tribal Chairman, the Hoopa Roads, Aggregate and Ready-Mix Director is responsible for the overall management and operations of the HVT Roads, Aggregate and Ready-Mix Department, including the aggregate plant, ready-mix production, and transportation activities. This position oversees a large, diverse staff that include administrative personnel, equipment operators, truck drivers, and mechanics. The incumbent is responsible for overseeing the maintenance, repair, and overall condition of all Tribal roads, ensuring safe travel for vehicles, employees and the public. The Director is accountable for developing and managing the department budget, coordinating with other Tribal departments, and maintaining the sustainability of the department's infrastructure and equipment.

Minimum Qualifications:

- Bachelor's degree in civil engineering, Construction Management, Business Administration, or a related field, AND; three (3) years prior experience working in road construction, aggregate production, or ready-mix operations; OR, Master's degree from an accredited university AND four(4) years experience in a similar position.
- With at least three (3) years experience in a management or supervisory role, with oversight of similar projects.
- Valid Commercial Driver's License or ability to obtain within one year of employment, is preferred. Valid California Driver's License, is required.
- California General Engineering Contractor License (Class A), is preferred.
- Mine Safety and Health Administration MSHA Certification. Strong leadership and management skills, with the ability to motivate and inspire staff at all levels.
- Knowledge of principles, practices, and techniques of road construction, maintenance, and repair, including but not limited to grading, drainage, and paving.
- Knowledge of/prior experience in aggregate and ready-mix production operations, including crushing, screening, batching, and quality control.
- Experience with heavy equipment operation and maintenance; including loaders, dozers, graders, haul trucks and batching equipment.
- Proven ability in budget administration and financial reporting.
- Knowledge of project management and contract administration for public works, infrastructure, and construction projects.

DEADLINE TO APPLY: Open Until Filled

HVT Application Requirements: To be considered for a HVT position, applicants must submit the following verification: 1) A complete HVT Employment Application (a resume is optional, but alone does not meet this requirement). 2) Official or unofficial transcripts from an accredited college or university verifying required education, if applicable. 3) Tribal verification must be attached if requesting Indian Preference. Incomplete applications will not be considered. For more information, job descriptions, or applications, please contact HVT Human Resource Department at (530) 625-9200 or by email at dori.marshall@hoopainsurance.com or hr@hoopainsurance.com. The Hoopa Valley Tribe Drug & Alcohol Policy and TERO Ordinance apply to all employment hires.