



Bois Forte Band of Chippewa

5344 Lakeshore Drive ▪ Nett Lake MN, 55772 ▪ 218-757-3261/1-800-221-8129

LAKE BARGE OPERATOR

Position Description

Opens: March 19, 2025 Closes: March 28, 2025			
Department:	Natural Resources	Reports to (title):	Environmental Services Manager
Job Code:	N-7	Job Location:	Bois Forte Tribal Government Nett Lake, MN
Pay Range:	Min: \$14.29 Mid: \$17.87 Max: \$21.44	Supervises:	No
Hours/week:	40	Classification:	Non-Exempt
Type of Position:	Seasonal	Effective Date:	03/12/2025
Indian Child Protection Background:	No	Revised Date:	03/12/2025

PERFORMANCE EXPECTATIONS

In performance of their respective tasks and duties all employees of Bois Forte Band of Chippewa are expected to conform to the following:

- Uphold all principles of confidentiality to the fullest extent.
- Adhere to all professional and ethical behavior standards of the tribal government.
- Interact in an honest, trustworthy, and respectful manner with employees, Tribal members, visitors, and vendors.
- Participate in departmental staff meetings, quality management activities, educational programs and other events, meetings and trainings as defined by the Supervisor.
- Comply with Bois Forte Band of Chippewa policies and procedures.
- Maintain a current insurable driver’s license.
- Display respect and understanding of Bois Forte Band of Chippewa traditions and values.

POSITION PURPOSE

The Lake Barge Operator transports, operates, and maintains lake weed-clearing barges as part of Nett Lake Restoration program. Work begins in the spring each year and continues until ricing season begins or the lake freezes.

ESSENTIAL DUTIES, FUNCTIONS, & RESPONSIBILITIES

1. Operate and maintain the lake barges, including basic inboard and outboard engine repair and maintenance, hydraulic system maintenance and repair, peripheral equipment and safety features.
2. Cut, collect, and remove nuisance weed material from Nett Lake; follows developed restoration plans.
3. Maintain daily work and time records, daily equipment log books, and equipment maintenance schedules.
4. Reports activity and accomplishment to Supervisor on a daily basis.
5. Perform other job related duties as assigned.

MINIMUM MANDATORY QUALIFICATIONS

- Experience:
- One year experience in Ecology and/or Water Science and equipment maintenance-related work.
- Education:
- High school diploma or equivalent GED.

Position Description

- License/Certification:
- Must possess a valid driver's license, be insurable under the Band's RTC Automobile Policy, and be eligible to drive under any other motor vehicle use policies applicable to the position.
- Mandatory Knowledge, Skills, Abilities and Other Qualifications:
- Must be willing to receive barge operator training, training in maintenance of equipment, first aid training, supervision in operations.
 - Must be willing to receive and pass class A CDL training after one season of employment if hired without CDL certification. If CDL training is required and offered, must be willing to sign agreement to provide three years' service in the position in exchange for training cost paid by RTC.
 - Must have exceptional communication skills.
 - Willing to work extended hours, often alone, under inclement weather conditions, if necessary.
 - Knowledge of business English, proper spelling, grammar, punctuation, and basic arithmetic.
 - Possess good verbal and written communication skills to work with Federal, State, local, and Tribal officials and the general public in a professional manner.
 - Must have demonstrated basic mechanic skills.
 - Ability to work with others and maintain good working relationships.
 - Ability to work outdoors in all weather conditions and to adapt to a flexible schedule.
 - Basic operation of a workstation (turning on/off, knowledge of basic functions and components) and general office equipment Use/storage/maintenance of multiple usernames and passwords. Computer-related problem-solving skills through the use of available trainings and help desk.
 - Knowledge of Microsoft Office Suite (Word, Excel, etc.), internet software and appropriate storage of electronic files.
 - Ability and willingness to perform other duties as assigned.
 - A record of satisfactory performance in all prior and current employment as evidenced by positive employment references from previous and current employers.

PREFERRED QUALIFICATIONS

- Associate's Degree with one year related demonstrated ecology fieldwork during course of study
- Experience in operation and maintenance in heavy equipment.
- Class A CDL certification.

WORK ENVIRONMENT

- Work environment:
- Office conditions: the work environment characteristics described here are representative of those an employee encounters while performing the primary functions of this job. Normal office conditions exist, and the noise level in the work environment can vary from low to moderate. Limited overnight travel may be required from time to time.
- Outdoor conditions: the work environment characteristics described here are representative of those an employee encounters while performing the primary functions of this job. The physical environment requires the employee to work both inside and outside in heat/cold, wet/humid, and dry/arid conditions. Limited overnight travel may be required from time to time.
- Physical demands:
- The physical demands described here are representative of those that must be met by an employee to successfully perform the primary functions of this job. While performing the duties of this job, the employee may be required to frequently stand, walk, sit, bend, twist, talk, hear and perform repetitive motions. There may be prolonged periods of sitting, keyboarding, reading, as well as driving or riding in transport vehicles. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include reading, distance, computer, and color vision. Talking and hearing are essential to communicate with the community, visitors, employees, and vendors.
- Mental demands:
- There are production and accomplishment expectations and deadlines associated with this position. The employee must be able to meet deadlines and accomplishment schedules, address frequent interruptions, communicate clearly and frequently with supervisors, and multi-task and interact with a

LAKE BARGE OPERATOR

Position Description

wider variety of people on various issues. The employee is expected to understand need and seek out and engage resources for assistance as necessary to complete tasks and meet production deadlines.

TRIBAL AND INDIAN PREFERENCE

The Bois Forte Band of Chippewa has implemented a Tribal and Indian Preference in Employment Policy. Pursuant to this Policy, applicants who possess the knowledge, skills, and abilities required by this position, and who are enrolled members of the Bois Forte Band of Chippewa Tribe will be given primary preference in hiring and employment for this position. Members of other federally-recognized Indian tribes will be given secondary preference for hiring and employment after providing proof of tribal membership. Tribal and Indian preference is integrated into the interview and scoring process for candidates for job positions.

OTHER

Confidentiality:	All employees must uphold all principles of confidentiality to the fullest extent. This position may have access to sensitive information and a breach of these principles will be grounds for immediate termination.
Background Investigation:	This position is subject to a criminal history background check, a suitability background check and/or a fair credit reporting act (FCRA) check. In addition, some positions are subject to a 101-630 background check in an effort to ensure compliance with Public Law 101-630 "Indian Child Protection and Family Violence Prevention Act." Candidates must be able to successfully pass all required background checks to qualify for this position.
Drug Screening:	All applicants must successfully pass a pre-employment drug screening prior to beginning employment and will be subject to random drug testing.

PRE-EMPLOYMENT DRUG TESTING APPLIES. INDIAN PREFERENCE WILL APPLY. UPON PRESENTATION OF DD-214 WHICH REFLECTS HONORABLE DISCHARGE, APPLICANTS WILL RECEIVE VETERAN'S PREFERENCE POINTS. Please visit our website at www.boisforte.com to complete an application. Applications are accepted via: Fax, Email, U.S. Mail, and In Person. Submit applications to: Human Resources Specialist 5344 Lakeshore Drive, Nett Lake, MN 55772, Fax: 218-757-6781, hrgeneralist@boisforte-nsn.gov Applications received after the closing date will not be accepted.