VACANCY ANNOUNCEMENT

POSITION:	Floor Person (Evening Shift)	**OPEN:**	November 3, 2016
SALARY:	$10.00 per hour	**CLOSES:**	November 10, 2016
LOCATION:	Kickapoo Tribal Health Center, McLoud, Oklahoma		

General Description:

This position is organizationally falls under the Housekeeping Department of the Kickapoo Tribal Health Center as operated by the Kickapoo Tribe of Oklahoma. Operational hours are Monday through Friday; this department operates with two (2) shifts (Day and Evening). Incumbent must be flexible to work either shift or any building as assigned by supervisor. The purpose of this position is to perform those duties as may be commonly associated with janitorial upkeep, inside and outside around assigned building(s). Incumbent primary duties are to provide the cleanest germ free environment for the patients, employees, children, parents, visitors. By cleaning and disinfecting, the risk of accidents and disease transmission will be reduced. This will also provide for an attractive pleasant work environment.

Description of Duties:

For full description, see Human Resources

Work Experience and/or Education:

- High School Diploma or equivalent, GED
- Knowledge and experience in prep, strip, finish, and polish floors.

Requirements:

- All applicants tentatively selected for employment will be required to submit to urinalysis to screen for illegal drug use prior to appointment and random drug testing throughout employment.
- Will be required to have an OSBI background clearance.
- Must have a valid Oklahoma Driver's License.

Your application will be rated based on the information provided in your application, therefore you application must state specific duties that relate to this position. Please attach a copy of any training certifications.

Indian Preference: In the filling of this position by appointment, promotion, transfer, reassignment, or any other personnel action, we are required by law to give absolute preference in selection to qualified Indian Preference candidates. If you are claiming Indian Preference you must submit documentation with your application.

The Kickapoo Tribe of Oklahoma is committed to Equal Employment without regard to race, religion, color, gender, national origin, age, disability or sexual orientation. However, in accordance with the Indian Preference Act (Title 25 U.S. Code 472 and 473) preference in filling vacancies are given to qualified Indian candidates.

Applicants must submit a resume to the Kickapoo Tribal Health Center, ATTN: Human Resources, P.O. Box 1360, McLoud, OK 74851 or email to kaylee.stevens@kthcmcloud.com.

Kickapoo Tribal Health Center is an At-Will Employer
And a Drug-Free Workplace