BAD RIVER BAND OF LAKE SUPERIOR  
TRIBE OF CHIPPEWA INDIANS

CHIEF BLACKBIRD CENTER  
P.O. BOX 39  
ODANAH, WI 54861

Job Title: Road Maintenance Field Supervisor/Equipment Operator  
Department: Roads Department  
Hourly Rate: Negotiable  
Full Time: 40 Hours/Week  
Exempt: Non-Exempt  
Supervisor: Roads Program Manager

Posting Date: In-House  
Opens: June 16, 2022  
Closes: June 24, 2022, at 4:30 PM

Posting Date: PUBLIC  
Opens: June 28, 2022  
Closes: July 12, 2022, at 4:30 PM

Summary: Responsible for assisting the Roads Program Manager with the planning, organization, and direction of activities and staff related to the Bad River Tribe’s road construction and maintenance operations in order to maintain and keep the tribal roads safe for the public.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Supervision of road maintenance personnel assigned
- Assign work to appropriate staff, monitor the progress of work if needed
- Ensure proper maintenance is performed on road maintenance equipment on a scheduled basis, keep accurate records of all maintenance and repairs to equipment
- Ability to operate heavy equipment used in road maintenance operations including snow plowing and ice control
- Ability to perform all aspects of road maintenance operations including but not limited to: Grading, Truck Driving, signage, asphalt patching, clearing of brush, etc.
- Perform bridge maintenance and other maintenance as detailed in bridge inspection reports
- Responsible for scheduling and maintaining the schedule of road maintenance activities as the seasons dictate.
- Keep accurate records of all work performed by the maintenance personnel
- Keep accurate inventory of all equipment and hand tools
- Submit daily/monthly report(s) to the program manager
- Ability to deal with the public on a daily basis in a courteous and professional manner
- Apply proper work zone safety techniques as required
- Attend out-of-town meetings or training and Tribal Council meetings as required
- Other duties as assigned

Qualification Requirements: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and/or ability required. Knowledge of the uniqueness of the Bad River Community. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Education and/or Experience:
Required:
• High School Diploma or equivalent

Other Skills and Abilities:
Required:
• CDL Driver Licenses Required
• Knowledge of repair of gas and diesel engines

Background Check:
This position is contingent on the required ability to pass a Bad River background check. This is a required driver position, must possess a valid state driver's license, adequate vehicle/liability insurance, and/or meet eligibility for Tribal insurance.

Language Skills:
• Computer applications related to the work.
• Contributing effectively to the accomplishment of team or work goals, objectives, and activities.

Reasoning Ability:
Experience in operating all types of heavy equipment used in road maintenance operations.

Physical Demands: The physical demands described here are representative of those that must meet by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Must be physically able to perform all job duties. Walking, standing, bending, stooping, and occasional lifting up to 25lbs and/or carrying for short distances.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. This position is subject to inside and outside work. The noise level may be moderate to loud.

Drug-Free Workplace in accordance with the Drug-Free Workplace Act of 1988, P.L. 100-690, and the Bad River Tribe’s Employee Policy & Procedures Handbook. Indian Preference will be given in accordance with P.L. 93-638 and the Tribe’s Preference Policy.

Send Application and Resume To:
Bad River Tribe
Attn: Human Resources
P.O. Box 39
Odanah, WI 54861
http://www.badriver-nsn.gov/

Application material may also be emailed to:
HRmanager@badriver-nsn.gov
HRassistant@Badriver-nsn.gov