



# NIMIIPUU HEALTH

**June 5, 2023 - Job Posting**

**\*\*\* COVID-19 NOTICE TO APPLICANTS \*\*\***

- **Notice: Due to the Centers for Medicare and Medicaid Services (CMS) Interim Final Ruling, Nimiipuu Health has developed and approved a policy requiring COVID-19 vaccination of current and prospective employees. As a result, applicants will be asked if they are vaccinated against COVID-19 (which may include providing evidence as such), and if not, the means by which a possible waiver may be granted (either by Religious or Medical Exemption).**
- **To prevent the progression and spread of the novel Coronavirus Disease (COVID-19), Nimiipuu Health encourages potential candidates to submit applications electronically.**
- **To obtain an application, please visit our website: [www.nimiipuuhealth.org/careers](http://www.nimiipuuhealth.org/careers)**

**PAYSCALE DISCLAIMER**

Nimiipuu Health utilizes PayScale to help determine pay for positions. PayScale provides market data for localities similar to Lewiston, ID. An individual's years of relevant experience is then compared to what others are paying individuals to perform that position with different years of experience in that field.

PayScale conducts salary surveys to collect a wide range of pay and job profile information. This information is used by Nimiipuu Health to receive a fair market valuation report to compare with what others are paying for positions in organizations (similar to Nimiipuu Health). Nimiipuu Health does not therefore have a set pay grade and step system that many of the other entities of the Nez Perce Tribe utilize. Any inquiry with regards to salary is then given in a range from minimum experience and would be different given the years of relevant experience to any given position.

**ACTIVE JOB-SEEKERS**

Aside from our internal and external job opportunities, there are occasional temporary vacancies. If you are interested in joining our list of active jobseekers, please submit a complete application packet which is outlined on in a latter part of this job posting. Active jobseekers will be screened accordingly and referred to temporary appointments based on education, credentials, and experience. Tribal and Indian preference applies. *Certain positions may require a valid driver's license with an insurable record under the Tribe's policy, in which a motor vehicle report is required.*

In compliance with the administrative actions dated January 10, 2017, all vacancies will be advertised "In-House" for all current Nimiipuu Health employees, current employees from other entities (Nez Perce Tribal Enterprises, Nez Perce Tribal Housing Authority, Nez Perce Tribe governmental operations, and Law & Justice) and Nez Perce tribal members for a minimum of five (5) days.

**NIMIIPUU HEALTH IS CURRENTLY ACCEPTING APPLICATIONS FROM QUALIFIED**

**IN-HOUSE-APPLICANTS FOR THE FOLLOWING POSITIONS:**

**COMMUNITY HEALTH RECEPTIONIST - EXTENDED**

**(Salary/DOE/Full-Time/Lapwai) Community Health Receptionist [HR-23-010]** Requires high school diploma or equivalent, with one (1) year of documented related experience, preferably in a healthcare setting. Must have knowledge of healthcare office procedures and possess the ability to work independently, have excellent communications skills, both oral and written; also be computer literate. Must have the ability to handle conflict and crisis in a professional manner, thorough understanding of the importance of maintaining highest level of confidentiality and in compliance with the guidelines of HIPAA. Requires the ability to pass an extensive background check and pre-employment drug screening. Requires having a valid driver's license with the ability to be insured under the Tribe's policy. **Closes 6/9/2023. Tribal/Indian Preference Applies.**

**ENVIRONMENTAL SERVICE (EVS) TECHNICIAN - EXTENDED**

**(Salary/DOE/Full-Time/Lapwai) Environmental Service Technician [HR-23-009]** Requires a high school diploma or equivalent with basic computer skills. Knowledge of or experience in proper disinfecting procedures and cleaning equipment operation preferred. Must possess the ability to work independently with little or no supervision and have excellent communication skills, both oral and written. Possessing a valid driver's license with an insurable record is highly preferred. Requires the ability to pass an extensive background check and pre-employment drug screening. **Closes 6/9/2023. Tribal/Indian Preference Applies.**

**RADIOLOGICAL TECHNOLOGIST**

**(Salary/DOE/Part-time/Variable/Lapwai) Radiological Technologist [HR-23-007]** Must hold a current license in Radiology Technology through the American Registry Radiographic Technologist (ARRT) and update accordingly. Must possess the ability to work independently, have excellent communication skills, both oral and written, and be computer literate. Knowledge of history, culture and health need of Native American communities preferred. Must have the ability to handle conflict, and crisis in a professional manner. Requires the ability to pass an extensive background check and pre-employment drug and alcohol screening. **Closes 6/19/2023. Tribal/Indian preference applies.**

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**GENERAL PUBLIC-OPEN TO ALL QUALIFIED FOR THE FOLLOWING POSITIONS:**

**COMMUNITY HEALTH REPRESENTATIVE (CHR)**

**(Salary/DOE/Full-Time/Kamiah) Community Health Representative [HR-23-008]** Requires high school diploma with at least six (6) months of related experience in a home health care and/or ambulatory care setting, C.N.A. or CHR Certification preferred. Must obtain C.N.A. or CHR certification within one (1) year of appointment. Must maintain certification. Must have knowledge to identify common disorders, identify diagnostic tests, assist with diagnostic examinations and instruct clients on diagnostic examination preparation. Must have exceptional

communication skills, both oral and written and be computer literate. Must possess the ability to handle conflict and crisis in a professional manner, possess the ability to work independently, and maintain confidentiality. Requires the ability to pass an extensive background check and pre-employment drug screening. Requires a valid driver's license with insurable record under the Tribe's policy. **Closes 6/20/2023. Tribal/Indian Preference Applies.**

**MEDICAL ASSISTANT (2-Positions) - SIGN ON BONUS!**

**(Salary/DOE/Full-Time/Lapwai) Medical Assistant (2-Positions) [HR-22-020]** Requires a High School Diploma or Equivalent. Must have current MA licensure from an accredited institution. 1-2 years' experience in medical assisting desired. Certification as a Certified Medical Assistant (CMA) preferred. Must complete Basic Life Support for Provider's every two years and maintain a current BLS certification. Must have professional knowledge of and ability to apply medical assistant care principles, practices and procedures required to assess needs of wide variety of medical surgical, obstetrics, gynecology and pediatric patients as well as knowledge of the normal course of diseases, anticipated complications and indicated therapeutic interventions. Must possess the ability to work independently, have strong communication skills, including effective verbal and written communication, and be computer literate. Requires the ability to pass an extensive background check, pre-employment drug and alcohol screening. Requires a valid driver's license with insurable record under the Tribe's policy. **Open until filled. Tribal/Indian Preference Applies.**

**COMMUNITY HEALTH PUBLIC HEALTH NURSE (RN)**

**(Salary/DOE/Full-Time/Lapwai) Community Health Public Nurse (RN) [HR-22-014]** Must be a Registered Nurse (RN) with current license, with two years of experience in acute care or ambulatory care setting, one year of public health, home or community health experience preferred. Must have professional knowledge of and ability to apply nursing care principles, practices and procedures required to assess needs of wide variety of medical-surgical, obstetrics, gynecology and pediatric patients as well as knowledge of the normal course of diseases, anticipated complications and indicated therapeutic intervention. Must possess the ability to work independently and handle conflict and crisis in a professional manner. Must be computer literate and have excellent communications skills, both oral and written. Requires the ability to pass an extensive background check, pre-employment drug and alcohol screening. Requires a valid driver's license with an insurable record under the Tribe's policy. **Open Until Filled. Tribal/Indian Preference Applies.**

**DENTIST**

**(Salary/DOE/Full-Time/Lapwai) Dentist [HR-23-001]** Requires a DDS/DMD degree from an American Dental Association accredited dental school, with two (2) years of experience, preferably in general practice or completion of an AEGD or GPR program. Must have state licensure in good standing from any state. Must maintain licensure. Must possess the ability to work independently, have excellent communications skills, both oral and written, and have the ability to handle conflict and crisis in a professional manner. Must be computer literate and possess knowledge of basic computer applications software and basic office procedures. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Requires the ability to pass

an extensive background check, pre-employment drug and alcohol screening. **Open until filled.**  
**Tribal/Indian preference applies.**

### **DENTIST**

**(Salary/DOE/Full-Time/Kamiah) Dentist [HR-21-037]** Requires a DDS/DMD degree from an American Dental Association accredited dental school, with two (2) years of experience, preferably in general practice or completion of an AEGD or GPR program. Must have state licensure in good standing from any state. Must maintain licensure. Must possess the ability to work independently, have excellent communications skills, both oral and written, and have the ability to handle conflict and crisis in a professional manner. Must be computer literate and possess knowledge of basic computer applications software and basic office procedures. Requires a valid driver's license with the ability to be insured under the Tribe's policy. Requires the ability to pass an extensive background check, pre-employment drug and alcohol screening. **Open Until Filled.**  
**Tribal/Indian Preference Applies.**

### **TEMPORARY ENVIRONMENTAL SERVICES (EVS) TECHNICIAN**

**(Salary/DOE/Temporary (Variable hours)/Lapwai and Kamiah) EVS [HR-22-007]** Requires a high school diploma or equivalent with basic computer skills. Knowledge of or experience in proper disinfecting procedures and cleaning equipment operation preferred. Must possess the ability to work independently with little or no supervision and have excellent communication skills, both oral and written. Possessing a valid driver's license with an insurable record is highly preferred. Requires the ability to pass an extensive background check, pre-employment drug and alcohol screening. **Open Until Filled. Tribal/Indian Preference Applies.**

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## **REQUIREMENTS FOR A COMPLETE APPLICATION:**

- **Original NMPH Application per position.**
- **Background questionnaire.**
- **Resume/Curriculum Vitae (C.V.).**
- **Tribal ID/CIB** must be submitted before Preference can be granted (If applicable).
- **If position requires a valid driver's license** with the ability to be insured under the Tribe's policy, *must provide a current driver's license record (DLR) and any DLR from other state(s) where have been licensed to drive in the last three (3) years issued within 90 days preceding submittal of application.*
- **Current immunization records (Hepatitis B, Measles (rubeola), and Rubella).**
- **Professional licenses** (If applicable).
- **High School Diploma or equivalent, or college education degree or transcript** (*must be submitted with application to be considered*).
- **Applications must be submitted by 4:30 P.M. on the closing date.**
- **Nimiipuu Health is a drug and alcohol-free work environment:** Pre-employment drug and alcohol testing is required upon hire.

### **-TRIBAL/INDIAN PREFERENCE WILL APPLY-**

Nimiipuu Health • HR Department • P.O. Drawer 367 • Lapwai, ID 83540

#### **Incomplete applications will not be considered**

For more details or request an application, please use the following contact information:

**Telephone - (208) 621-4950 | Fax - (208) 843-9407**

**Email - [hr@nimiipuu.org](mailto:hr@nimiipuu.org) | Website: <http://nimiipuuhealth.org/careers/>**

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### **OTHER JOB OPPORTUNITIES:**

- ❖ **Nez Perce Tribal Housing Authority:** For more information call (208) 843-2229; email [lauriec@nezperce.org](mailto:lauriec@nezperce.org) or [nptha@nezperce.org](mailto:nptha@nezperce.org)
- ❖ **Lapwai School District:** For further information contact Connie Desjarlais at (208) 843-2622 extension 3; website <http://www.lapwai.org/>
- ❖ **AVISTA:** For more information go to [www.myavista.com/about-us/working-at-avista](http://www.myavista.com/about-us/working-at-avista)
- ❖ **Bay Mills Health Center:** 12124 W Lakeshore Drive, Brimley, MI 49715. Phone (906) 248-5527; website <https://www.baymillshealthcenter.com/>
- ❖ **Cayuse Technologies:** For further information call (541) 278-8200; website <http://www.cayusetechologies.com/>
- ❖ **Clearwater Paper:** For further information contact: Jeana Jeffries, Senior HR Business Partner (208)799-1430, email [jeana.jeffries@clearwaterpaper.com](mailto:jeana.jeffries@clearwaterpaper.com); website [www.clearwaterpaper.com](http://www.clearwaterpaper.com)

- ❖ **Columbia River Intertribal Fish Commission:** For more information, please contact: Lydia Garcia, HR Manager, (503)238-0667 [hr@critfc.org](mailto:hr@critfc.org). Website: <http://www.critfc.org/>.
- ❖ **Confederated Salish and Kootenai Tribes:** Tribal Personnel Department, P.O. Box 278, Pablo, MT 59855, for further information call (406) 675-2700 ext.1040; website <http://www.cskt.org/>
- ❖ **Confederated Tribe of Grand Ronde:** For further information call (800) 422-0232; website <http://www.grandronde.org/>
- ❖ **Confederated Tribes of the Umatilla Indian Reservation:** For further information call (541) 276-3165; website <http://ctuir.org/about-us/employment-opportunities>
- ❖ **Healing Lodge of the Seven Nations:** Submit applications packets to: Human Resources, The Healing Lodge of the Seven Nations, 5600 East 8<sup>th</sup> Avenue, Spokane Valley, WA 99212, Fax: (509) 535-2863 – Attn: Human Resources. Email as one PDF Attachment to [roseg@healinglodge.org](mailto:roseg@healinglodge.org). For a complete copy of a job announcement visit [www.healinglodge.org](http://www.healinglodge.org)
- ❖ **Marimn Health:** For more information call (208) 686-1931 ext. 306; fax (208) 686-1146; [hr@bmc.portland.ihs.gov](mailto:hr@bmc.portland.ihs.gov); website: <http://bmcwc.com/>
- ❖ **Nez Perce County:** For further information contact (208) 799-3090 or email [charlahall@co.nezperce.id.us](mailto:charlahall@co.nezperce.id.us); website [www.co.nezperce.id.us](http://www.co.nezperce.id.us)
- ❖ **Nightforce Optics:** 336 Hazen Lane, Orofino, ID 83544. Phone (208) 476-9814; website <https://nightforceoptics.applicantpro.com/jobs/>
- ❖ **Northwest Portland Area Indian Health Board:** For further information call (503) 228-4185; Fax 503-228-8182; email [HR@npaihb.org](mailto:HR@npaihb.org) ; website <http://www.npaihb.org/>
- ❖ **Puyallup Tribal Health Authority:** 2209 East 32<sup>nd</sup> Street, Bldg #4, Tacoma, WA 98404, for further information call (253) 893-0232 ext. 516; fax (253) 593-5479; website <http://www.eptaha.com/>
- ❖ **United States Department of Health and Human Services: Indian Health Services:** Website <https://www.usajobs.gov/>
- ❖ **Wildhorse Resort & Casino:** For further information visit website <http://www.wildhorseresort.com/footer/current-positions.html>
- ❖ **Yakama Nation:** For further information contact (509) 865-5121; website [www.yakamanation-nsn.gov](http://www.yakamanation-nsn.gov)
- ❖ **Yellowhawk Tribal Health Center:** For more information call (541) 240-8713; [HRRecruiter@Yellowhawk.org](mailto:HRRecruiter@Yellowhawk.org); website <http://www.yellowhawk.org/>