

The Santa Rosa Rancheria is accepting applications for the following position. Applications are available at the Human Resources Department, Monday-Friday from 8am-5pm, (Excluding Holidays) or you may contact the Human Resources Department at (559) 924-1278 ext. 4003 or visit our Tribal Website at [www.tachi-yokut-nsn.gov](http://www.tachi-yokut-nsn.gov)

#### Job Requisition Form

**Department:** Risk Management

**Position to be filled:** Supervisor

**Required Qualifications/Essential Duties:**

- High school diploma or general education degree (GED) - Required.
- Valid EMT-1 or EMT – B License, 2 year or more experience
- Valid CPR License (Red Cross or American Heart).
- Fire Fighter- 2 to 4 Years field experience - Preferred.
- OSHA training and certificate.
- Knowledge of NFPA Standards.
- Knowledge of Building standards and codes.
- Training in SIMS/NIMS.
- Responds to emergency calls on the Santa Rosa Rancheria, Tachi Palace Casino Resort, and surrounding areas.
- Responds to medical/non-medical situations on the Santa Rosa Rancheria, Tachi Palace Casino Resort, and surrounding areas.
- Maintains vehicles and medical and communication equipment and replenishes first-aid equipment and supplies.
- Responds to fire alarms and emergency calls in the Hotel, Casino, and Santa Rosa Rancheria.
- Maintain a safe work environment for Tachi Palace Casino Resort associates.
- Perform pre-employment, accident and random drug testing for Casino and Santa Rosa Rancheria.
- Ensure that all safety procedures and practices are followed according to OSHA/CCGC7 regulations.
- Conduct regular safety inspections in patrol area and responds to directions from surveillance and communications as needed.
- Act in the capacity of an Incident Commander under emergency conditions.
- Secure the scene of an emergency as needed.
- Promote an attitude of safety and assurance within guest and associates.
- Directs all Managers, Supervisors, and associates in the event of an emergency until department Managers arrive or until the situation is contained.
- Comply with all departmental policies, procedures, and directives.
- Ensure compliance with all Human Resource policies and procedures, promoting an environment That treats all people with respect, and prohibits discrimination and harassment of any kind.

**Reports To:** Supervisor  
**Starting Rate of Pay:** \$22.00 per hour (Non-Exempt).  
**Approximate Hours:** 40+ hours per week  
**Updated:** February 15, 2022  
**Deadline:** Open until filled

\_\_\_\_\_  
Department Director                      Date

\_\_\_\_\_  
Human Resources Director                      Date

The Santa Rosa Rancheria Tachi-Yokut Tribe shall extend employment preference across all employment opportunities for qualified Native Americans in accordance with and subject to applicable law, including Title VI of the Federal Civil Rights Act, which recognizes Native American employment preference.