



Skokomish Indian Tribe

Tribal Center (360) 426-4232

N. 80 Tribal Center Road

FAX (360) 877-5943

Skokomish Nation, WA 98584

VACANCY ANNOUNCEMENT

POSITION TITLE: HARVEST MONITORING TECHNICIAN (TECH IV)

SUPERVISOR: FINFISH PROGRAM MANAGER

OPEN: UNTIL FILLED

SALARY: \$41,000.00 + ANNUALLY DOE/DOQ 1 FTE

REPRESENTATIVE DUTIES INCLUDE: This position provides technical assistance to finfish and shellfish program biologists, with daily fish/shellfish ticket editing, accurate data entry, data entry error checking and correction, and routing to assure meeting the program goal of complete daily entry of all tickets received. This job is eight hours a day, five days a week, in-office job. Daily entry of all fish/shellfish tickets into the Skokomish Fish Ticket Database; Assisting Tribal staff with annual data reconciliation process for Finfish and Shellfish; Maintaining shellfish monitor forms and updating monitor form intertribal data exchange drop box; Maintaining/updating geoduck harvest data spreadsheet; harvest monitor forms, compliance reports, and associated fish tickets;

MINIMUM QUALIFICATIONS:

1. A two-year degree in biology or related field.
2. Able to maintain accurate data and records.
3. Ability to identify fish and shellfish species
4. Familiarity with Skokomish fishing areas and Treaty rights
5. Candidate must have a valid driver's license and be eligible for the Tribe's automobile insurance.
6. Candidate must have an understanding of and sensitivity to the particular problems faced by the Native American community.
7. Must be able to work in a team environment.
8. The selected candidate must successfully complete a pre-employment drug screen test, and a complete background investigation, including relevant criminal history, prior to employment.

Behavioral Standards: Respectful, courteous, and friendly to customers, other tribal employees, and tribal leaders. A team player that helps the organization meet its objectives. Takes initiative to meet work objectives. Effective communications with customers and other tribal employees. Gets along with co-workers and managers. Positively represents the tribe maintaining the trust Skokomish residents have place in each of us. Demonstrates honesty and ethical behavior.

This position is at will and does not create a contractual relationship between the tribe and the employee.

MUST RECEIVE APPLICATION: Open Until Filled. The Skokomish Tribe's Policies and Procedures apply to this position, including Indian Preference, Confidentiality and Drug-Free Workplace. Contact the Personnel Office for a full job description and information on this position or the Skokomish Indian Tribe's policies.

Reviewed and approved

CEO Initial: ____ Date: ____

7/16/2026