



Craig Tribal Association  
P.O. Box 828  
Craig, Alaska 99921  
Tel: 907-826-3996  
Fax: 907-826-3997

**JOB ANNOUNCEMENT**  
**Openings for Two Carpenters**

Summary: The Craig Tribal Association is recruiting for TWO full-time, Carpenters in the Craig Tribal Office. These positions will work both independently and together to perform a variety of duties necessary to begin construction of the new 4Plex. The duties will include but not be limited to:

- Install exterior siding
- Install gutters/downspouts
- Install HRV systems/educate homeowners
- Install fans; add smartswitch
- Install insulation
- Install counters/walls
- Install flooring/walls/baseboards/windows
- Level/build foundation

Authority: The Construction Carpenters will be directly accountable to the Lead Carpenter and under the general supervision of the Tribal Administrator for the performance of assigned duties and responsibilities. This position is Full-time, Non-Exempt.

**Qualifications:**

1. High School Diploma or a GED. All skill levels encouraged to apply.
2. Knowledge of safe work practices.
3. Knowledge of building construction and heating systems.
4. Experience working on roofs.
5. Experience with basic residential ventilation systems such as bathroom and kitchen fans.
6. Experience setting various types of countertops.
7. Ability to provide services and represent the organization directly to the general public.
8. Ability to maintain confidentiality regarding programs and clients.
9. Under the authority of P.L. 93-638, Indian Preference may be given to the applicant who meets the minimum qualifications pursuant to the Craig Tribal Association's Personnel Policies & Procedures.
10. Successful applicants will be required to pass pre-employment urinalysis.

**CLOSING DATE:** July 31, 2019 at 4:00 PM

Posted: July 23, 2019

By: Anna Guthrie, Tribal Administrator

You may submit a cover letter, resume and application to: [tribal.admin@craigtribe.org](mailto:tribal.admin@craigtribe.org)