

TOHONO O'ODHAM NATION

HEALTH CARE

HUMAN RESOURCES OFFICE

P.O. Box 837 Sells, Arizona 85634

Sells - Ph: (520) 383-6540 Fx: (520) 383-4676

San Xavier - Ph: (520) 547-8197 Fx: (520) 295-2626

Website: www.tonation-nsn.gov



PLEASE POST

NOW RECRUITING

WEEKLY JOB SUMMARY

March 1 - 5, 2021

HR 210	DEPARTMENT	POSITION TITLE	NOTE	OPENING DATE	CLOSING DATE	FY 2021 SALARY (DOE)
4267	Facilities Management	General Engineer – Facilities Engineering	DR	Open Continuous		\$87,857 - \$109,721
4050	General Medical & Surgical (S)	Medical Officer Admin (Deputy Clinical Director)		Open Continuous		\$213,715 - \$325,193
4008	General Medical & Surgical (S)	Medical Officer Emergency		Open Continuous		\$208,503 - \$317,261
4188	General Medical & Surgical (S)	Medical Officer GP (General Practice Physician)		Open Continuous		\$208,503 - \$260,391
4228	General Medical & Surgical (S)	Medical Officer GP (General Practice Physician)		Open Continuous		\$208,503 - \$317,261
4043	General Medical & Surgical (S)	Nurse Practitioner		Open Continuous		\$90,053 - \$112,464
4215	General Medical & Surgical (SS)	Nurse Practitioner		Open Continuous		\$87,857 - \$109,721
4010	General Medical & Surgical (S)	Physician Assistant		Open Continuous		\$85,714 - \$107,045
4097	Inpatient Nursing Services (S)	Clinical Nurse (Inpatient)		Open Continuous		\$29.89 - \$37.33
4006	Inpatient Nursing Services (S)	Clinical Nurse (Inpatient)		Open Continuous		\$29.89 - \$37.33
4181	Inpatient Nursing Services (S)	Clinical Nurse (Inpatient)		Open Continuous		\$29.16 - \$36.42
4218	Nutrition & Dietetics (S)	Outpatient Dietician	DR	Open Continuous		\$68,634 - \$85,714
4065	Outpatient (S)	Clinical Nurse (Ambulatory Care)		Open Continuous		\$29.16 - \$36.42
4233	Outpatient (S)	Clinical Nurse (Ambulatory Care)		Open Continuous		\$29.16 - \$32.19
4053	Outpatient (SR)	Supervisory Clinical Nurse (Ambulatory Care)	NEW DR	Open Continuous		\$87,587 - \$109,721
4176	Pathology & Medical Lab (S)	Medical Technologist	DR	Open Continuous		\$28.45 - \$35.53
4177	Pathology & Medical Lab (S)	Medical Technologist	DR	Open Continuous		\$28.45 - \$35.53
4193	Pathology & Medical Lab (S)	Medical Technologist	DR	Open Continuous		\$28.45 - \$35.53
4113	Pathology & Medical Lab (SS)	Medical Technologist	DR	Open Continuous		\$30.64 - \$38.27
4015	Public Health Nursing (S)	Public Health Nurse	DR	Open Continuous		\$35.53 - \$44.38
4206	Public Health Nursing (S)	Public Health Nurse	DR	Open Continuous		\$35.53 - \$44.38
4014	Public Health Nursing (S)	Public Health Nurse	DR	Open Continuous		\$35.53 - \$44.38
4012	Public Health Nursing (S)	Public Health Nurse	DR	Open Continuous		\$35.53 - \$44.38
4242	Quality Assurance/Review (S)	Employee Health Nurse	DR	Open Continuous		\$75,759 - \$94,612
4238	Quality Assurance/Review (S)	Infection Control Nurse	DR	Open Continuous		\$79,594 - \$99,402
4112	Quality Assurance/Review (S)	Utilization Review Nurse	DR	Open Continuous		\$75,759 - \$94,612
4224	Radiology (S)	Diagnostic Radiologic Technologist (Computed Tomography)		Open Continuous		\$28.45 - \$35.53
4222	Radiology (S)	Diagnostic Radiologic Technologist (PACS/CT)		Open Continuous		\$28.45 - \$35.53
4271	Radiology (S)	Supervisory Diagnostic Radiological Technologist	NEW	Open Continuous		\$77,653 - \$96,978
4017	Sells Outpatient (S)	Clinical Nurse (Ambulatory Care)		Open Continuous		\$29.89 - \$37.33
4189	Social Work Services (SX)	Clinical Social Worker	CL, DR	Open Continuous		\$66,960 - \$81,584
SELLS HOSPITAL – SELLS, AZ						
4151	Facilities Management	Biomedical Equipment Support Supervisor	DR	11/16/20	2/26/21	\$59,183
4022	Outpatient	Lead Clinical Nurse	DR	11/23/20	2/26/21	\$32.19 - \$40.20
4195	Outpatient	Supervisory Clinical Nurse (Ambulatory Care)	DR	11/30/20	2/26/21	\$87,587 - \$109,721
4219	Purchased Referred Care	Director of Purchased Referred Care	DR	2/16/21	3/1/21	\$94,612 - \$118,158
4174	Pathology & Medical Lab (S/SX)	Medical Laboratory Technologist	Re-Ad DR	03/01/21	03/12/21	\$25.78 - \$32.19
SAN XAVIER HEALTH CENTER – SAN XAVIER, AZ						
4256	Outpatient	Clinical Nurse (Ambulatory Care)		11/23/20	2/26/21	\$29.89 - \$37.33
4174	Pathology & Medical Lab (S/SX)	Medical Laboratory Technologist	Re-Ad DR	03/01/21	03/12/21	\$25.78 - \$32.19
SAN SIMON HEALTH CENTER – SAN SIMON, AZ						
4187	Optometry Services (SS/SR)	Optometric Assistant	DR	10/26/20	2/26/21	\$18.24 - \$22.78
SANTA ROSA HEALTH CENTER – SANTA ROSA, AZ						
4187	Optometry Services (SS/SR)	Optometric Assistant	DR	10/26/20	2/26/21	\$18.24 - \$22.78
4264	Social Work Services	Social Work Associate	DR	1/4/21	2/26/21	\$17.80 - \$22.23

Open Continuous: The closing date for any open continuous examination may be set at any time.

Open Until Filled: Apply during the first 10 working days to assure you are in the first group to be interviewed, if qualified.

Current Employees: You must be in your current position for six (6) months prior to applying for another job opening (Section III. H. h.). This provision may be waived if it is in the best interest of the Nation. Employees applying for transfer or promotional opportunities must advise their supervisor that they are competing for other position(s).

Career Ladder (CL): Positions that include career ladder opportunities, are identified as "CL" after the job title. If there are no qualified applicants, applicants with some experience can be placed at a level consistent with present qualifications and move up the career ladder until full level is met.

Clerical Testing (CR): Clerical testing is reserved for Monday-Friday 8:30 a.m. to 10:30 a.m. and 1:30 p.m. to 2:30 p.m. (Except on Orientation Fridays). If applying for a position that requires clerical testing, please contact Human Resources at (520) 383-6540 to schedule an appointment.

Clerical test results must be submitted with your application packet to be considered complete.

APPLYING FOR POSITIONS

HOW TO APPLY: Submit the following on or before the closing date: 1) a signed and completed Tohono O'odham Nation employment application, 2) a signed and completed Authorization to Release Information document, 3) signed and completed Background/MVR Investigations document, 4) if claiming Indian Preference, submit a certified document of Indian Blood certificate (C.I.B.) or a copy of Tribal Enrollment Card, 5) resume, 6) high school diploma, transcript of college courses, 7) may require copy of a valid driver's license and 39-month motor vehicle record. Applications and supporting documents become the property of the Tohono O'odham Nation.

Indian Preference and Preference in filling vacancies will be given to 1) enrolled members of the Tohono O'odham Nation, 2) enrolled members of other Nations, 3) other candidates. The Tohono O'odham Nation is committed to providing Equal Employment Opportunities.

Immunization Requirement: Must have a current immunization statement to include, proof of a non-reactive tuberculosis skin test within the last year, proof of immunity for hepatitis B (Documentation of immunization does not prove immunity, only a titer with a positive result is proof), within three months of hire.



TOHONO O'ODHAM NATION, EXECUTIVE BRANCH HUMAN RESOURCES OFFICE

4053

P.O. BOX 837; SELLS, ARIZONA 85634 · PHONE: (520) 383-6540 · FAX: (520) 383-4676

JOB ANNOUNCEMENT

NEW

JOB TITLE: SUPERVISORY CLINICAL NURSE (AMBULATORY)
Recruitment Incentive and Uniform Allowance

SALARY: \$87,587 – \$109,721 PER ANNUM, DOE PLUS BENEFITS

OPENING DATE: March 1, 2021

CLOSING DATE: Open Continuous

NOTE: To ensure consideration, apply within the first 5 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

STATUS: Probationary/Permanent, Full-Time

HRS/WK: Exempt

DEPARTMENT: TONHC/Santa Rosa Outpatient

JOB LOCATION: Santa Rosa, AZ

POSITION SUMMARY: The incumbent services in an ambulatory care setting and is responsible for the management of ambulatory care services and ambulatory care staff.

SCOPE OF WORK: The position is located within the Tohono O'odham Nation Health Care Sells, Hospital, San Xavier Health Center (HC), San Simon HC or Santa Rosa HC and duty stationed at one of the Hospital or Health Centers. The incumbent has full line supervisory and managerial responsibility over the ambulatory care department and ambulatory care staff. This position is under the direct supervision of the Chief Nurse Executive.

MINIMUM QUALIFICATIONS:

- Education: Baccalaureate or higher Degree from a professional nursing program approved by the legally designated State accrediting agency at the time the program was completed by the applicant, and;
- Registration: Applicants must have active, current and unrestricted license as a professional nurse in a State, District of Columbia, the Commonwealth of Puerto Rico, or a territory of the United States, and;
- One year of Ambulatory Care experience in clinical setting or urgent care setting, and;
- One year of supervisory experience

—AND—

- Must have certifications in Cardio Pulmonary Resuscitation (CPR), Automated External Defibrillator (AED) and First Aid upon hire.
- Upon recommendation for hire a criminal background is required to determine suitability for hire.
- Must possess and maintain a valid driver's license (no DUI's or major traffic citations within the last three years).
- Must submit 39-month driving record with the employment application.
- Must meet the Tohono O'odham Nation Tribal employer's insurance requirements to receive a driver's permit to operate program vehicles.
- Based on the department's needs, incumbents may be required to demonstrate fluency in both the Tohono O'odham Language and English as a condition of employment.

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The Tohono O'odham Nation is an Alcohol/Drug Free Work Place.



TOHONO O'ODHAM NATION, EXECUTIVE BRANCH
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4271

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JOB ANNOUNCEMENT

NEW

JOB TITLE: Supervisory Diagnostic Radiological Technologist
Recruitment Incentive and Uniform Allowance

SALARY: \$77,653 – \$96,978 PER HOUR, DOE PLUS BENEFITS

OPENING DATE: March 1, 2021

CLOSING DATE: Open Continuous

NOTE: To ensure consideration, apply within the first 5 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

STATUS: Probationary/Permanent, Full-Time

HRS/WK: Non-Exempt

DEPARTMENT: TONHC/Radiology

JOB LOCATION: Sells, AZ

POSITION SUMMARY: The employee directs the work of technical subordinates who provide medical studies to an inpatient, emergency and ambulatory program offering services to wide geographic area.

SCOPE OF WORK: This position is located within the Tohono O'odham Nation Health Care Medical Imaging. The incumbent receives administrative supervising, general program oversight and performance evaluation from the Directory of Professional Services. The incumbent directly services the Medical Imaging Staff.

MINIMUM QUALIFICATIONS:

- Registered Radiologic Technologist: Must complete at least two years of formal education in an accredited hospital-based program or a two- or four-year educational program at an academic institution and must pass a national certification examination.
- Three or more years of experience as a Registered Radiologic Technologist.
- One year or more of experience in a supervisory position.
- Basic Life Support for Healthcare.

—AND—

- ARRT Registered Radiologic Technologist.
- Upon recommendation for hire a criminal background and National FBI check is required to determine suitability for hire.
- Must possess and maintain a valid driver's license, (no DUIs or major traffic citation within the last three years).
- Must submit a 39-month driving record with the employment application.
- Must meet the Tohono O'odham Nation tribal employer's insurance requirements to receive a driver's permit to operate program vehicles.
- Based on the department's needs, incumbents may be required to demonstrate fluency in both the Tohono O'odham Language and English as a condition of employment.

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JOB ANNOUNCEMENT

Re-Advertised

JOB TITLE: Medical Laboratory Technician
Recruitment Incentive and Uniform Allowance

SALARY: \$25.78 - \$32.19 PER ANNUM, DOE PLUS BENEFITS

OPENING DATE: March 1, 2021

CLOSING DATE: March 12, 2021

NOTE: To ensure consideration, apply within the first 5 working days of the opening date. If sufficient qualified applicants apply, the announcement could be closed at that time.

STATUS: Probationary/Permanent, Full-Time

HRS/WK: Non-Exempt

DEPARTMENT: TONHC/Pathology & Medical Lab

JOB LOCATION: Sells/San Xavier, AZ

POSITION SUMMARY: Work performed includes patient venipuncture, limited examination of specimens, cell morphologies, and specimen plating, all of which are for the purpose of patient diagnosis and treatment. Work also includes maintains test records and laboratory stock inventory.

MINIMUM QUALIFICATIONS:

- Associate's Degree or certificate in clinical laboratory science.
- At least earned one year of college or 92 hours in college majoring in any science subjects.

—AND—

- Recognized certifications are offered by several professional organizations, including the National Credentialing Agency for Laboratory Personnel and the American Medical Technologists.
- Upon recommendation for hire a criminal background and National FBI fingerprint check is required to determine suitability for hire.
- Must possess and maintain a valid Arizona driver's license, (no DUIs or major traffic citations within the last three years).
- Must submit a 39-month driving record with the employment application.
- Must meet the Tohono O'odham Nation tribal employer's insurance requirements to receive a driver's permit to operate program vehicles.
- Based on the department's needs, incumbents may be required to demonstrate fluency in both the Tohono O'odham Language and English as a condition of employment.

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