



# Ahtna Intertribal Resource Commission

PO Box 613 – Glennallen, Alaska 99588  
Phone: (907) 822-4466 Fax: (907) 822-4406

[www.ahtnatribal.org](http://www.ahtnatribal.org)  
[connect@ahtnatribal.org](mailto:connect@ahtnatribal.org)

## JOB DESCRIPTION

<b>Job Title:</b>	Natural Resource Laborer
<b>Work Schedule:</b>	30-40 hours per week
<b>Company:</b>	Ahtna Intertribal Resource Commission
<b>Location/Site:</b>	Glennallen
<b>Reports to:</b>	Wildlife Biologist
<b>Employment Status:</b>	Seasonal

---

### Summary

The Natural Resource Laborer (NRL) position is ideally suited for motivated individuals possessing a strong work ethic and enjoy working outdoors. The NRL will assist AITRC in the continuation of the Orphaned Moose Rehabilitation Project. The project will consist of constructing a large fenced-in facility to begin a soft release program for moose within the Ahtna region. The NRL must be familiar with operating chainsaws to clear a perimeter. Fence building experience is preferred but not necessary. Installation will consist of a woven-wire high-fence and an electric fence around the outside of the perimeter.

### Essential Duties and Responsibilities

- Ability to work independently as well as part of a team
- Attention to detail, ability/willingness to follow specific direction, and accept constructive criticism
- Chainsaw experience
- Dig postholes, using spades, posthole diggers, or power-driven augers
- Operating drills and other electric/battery operated equipment as well as hand tools
- Ability to lift 50 pounds
- Able to work outside in various weather conditions

### Minimum Qualifications

#### ***Natural Resources Laborer***

- Driver's license and clean driving record.
- Background check
- Minimum age: 18

### Tribal Member Preference

Pursuant to PL 93-638, as amended, preference will be given to qualified Ahtna Native Corporation Shareholders, Descendants, and Spouses in all phases of employment.

### Core Competencies

We expect the person in this position to be a self-starter capable of working independently or as a team member while accepting varied and changing responsibilities in the job. They must exhibit strong time

management and organizational skills to effectively schedule and prioritize weekly work flow assignments to develop solutions for problems solving.

**Physical Demands**

Frequent sitting, using hands/fingers, handling, reaching with hands and arms, talking, hearing, and seeing (up close, at a distance, along the periphery, with depth perception, and the ability to adjust focus); walking; bending, pushing, pulling, and standing for up to 4 hours; occasional lifting of up to 50 pounds.

Work performed outdoors will include exposure to extreme weather conditions and requires strenuous hiking over arduous terrain and carrying a back pack up to 50 pounds. It will also include field data collection by truck, ATV and possibly snowmobile. These forms of transportation can be bumpy and can cause whole-body vibrations, jarring, and/or awkward movements.

*Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

**Work Environment**

The work environment characteristics described in this job description are representative of those an employee encounters while performing the essential duties and responsibilities of this job. The employee will be working out of doors and will be subject to wilderness conditions, confined spaces, changes in temperature, weather conditions and noise levels.

**This job description in no way states or implies that these are the only duties to be performed by the employee incumbent in this position.** The employee will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments.

A review of this job has excluded marginal functions of the job that are incidental to the performance of fundamental job duties. All duties and responsibilities are essential job functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbent will possess the skills, aptitudes and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills or abilities required to perform the essential duties and responsibilities of the position.

**This job description is not an employment agreement or contract, implied or otherwise, and does not describe a position other than an “at will” relationship. Management has the exclusive right to alter the scope of work within the framework of this job description at any time without prior notice.**

Employee meets the qualifications and accepts the essential duties and responsibilities as outlined in this job description, and has discussed expected performance standards:

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Supervisor**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**