



ISLAND ENTERPRISES INC
Weaving a strong business foundation for the
Squaxin Island Tribe's future.

NURSERY TECHNICIAN

Department: Clam Fresh
FLSA Status: Non-Exempt
Grade/Level: (4) \$19.10 - \$24.83
Opens: 01/22/2024

Job Status: Full Time
Reports To: Nursery Manager
Work Schedule:
Closes: 02/02/2024

POSITION SUMMARY

The Nursery Technician is responsible for sanitizing, performing maintenance tasks in nursery systems, daily feeding, weekly grading, and weekly inventory reports. The work schedule and duties will vary according to seasonal change.

ESSENTIAL DUTIES

1. Performs weekly sanitation routines of the water treatment system. Includes bag filters, sand filters, UV sterilizers, reservoirs, dock lines, and water pumps.
2. Sanitizes water lines and changes filters daily.
3. Performs routine maintenance on air systems and plumbing.
4. Performs annual media changes in sand filters and carbon filters.
5. Repairs and upkeeps maintenance on nursery systems.
6. Performs daily rinsing of nursery systems and equipment including downweller tanks, upweller tanks, and outdoor floating upweller system.
7. Performs daily feeding of nursery systems.
8. Conducts weekly grading and sorting of nursery shellfish seed stock.
9. Prepares weekly inventory reports of all nursery shellfish seed stock.
10. Assists with preparing seed samples for nursery biologists.
11. Assists nursery biologists with collecting bacteria samples for quality control testing.
12. Assists with flupsy operations as needed.
13. Assists with microalgae production as needed.
14. Reports daily to the nursery manager on the status of nursery shellfish seed stock.
15. Attends and/or facilitates all mandatory meetings and training.
16. Maintains confidentiality at all times.
17. Maintains awareness and sensitivity to Native American Culture.
18. Performs other duties as assigned.

SUPERVISORY RESPONSIBILITIES

- This position has no supervisory responsibilities.

KNOWLEDGE, SKILLS, AND ABILITIES

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or ability required.

POSITION REQUIREMENTS



NURSERY TECHNICIAN

- Continuously build knowledge and skills of all shellfish nursery techniques.
- Reliable and dependable in meeting commitments and deadlines.
- Detail oriented and thorough in completing tasks.
- Ability to participate as a team member and as an individual contributor.
- Ability to communicate with management and coworkers to convey information so others will understand.
- Ability to apply common sense to carry out written and oral instructions.
- Ability to read and comprehend simple instructions, short correspondence, and memos.
- Ability to write simple correspondence.
- Ability to effectively present information in one-on-one and small group situations to management and coworkers.
- Ability to add, subtract, multiply, and divide in all units of measure using whole numbers, common fractions, and decimals.
- Ability to work weekends as needed.

COMPUTER SKILLS

- Basic computer skills

EDUCATION AND EXPERIENCE

Education Required: High School Diploma or equivalent

Education Preferred: N/A

Experience: Six months of related maintenance experience

A combination of education and experience may be considered as a substitute for a degree requirement.

Certificates & Licenses: N/A

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the essential functions of this position, employees will be required to:

- Regularly required to use hands to finger, handle, or feel with frequent hand and wrist movements, and talk or hear.
- Occasionally required to sit, stand, walk, reach with hands and arms, climb or balance, and stoop, kneel, crouch, or crawl.
- Specific vision abilities required include close vision, distance vision, color vision, peripheral vision depth perception and ability to adjust focus.
- The employee may frequently be required to lift up to 50 pounds. Proper lifting techniques and back supports should be used when working with heavy materials. There will typically be other coworkers that can assist with jobs that require substantial lifting, etc.



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- The use of safety gear is required for all pertinent jobs.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the essential functions of this position, employees may be exposed to the following conditions:

- The noise level in the work area is usually moderate.
- May be exposed to various weather conditions.

Other Requirements: Must be able to pass a criminal background check and follow the Squaxin Island Tribe's drug policies.

Reasonable Accommodations Statement

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable Accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Disclaimer

The Company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills, and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the Company reserves the right to change this job description and/or assign tasks for the employee to perform, as the Company may deem appropriate. Your signature below signifies that you understand the duties, expectations, and contents of this job description.

Preference for Squaxin Indian Tribal members is in effect for this position. The successful candidate will be required to follow the Squaxin Island Tribe's drug policies.

Employee Signature:

Date:

Manager Signature:

Date: