MENOMINEE TRIBAL ENTERPRISES

GENERAL OFFICE & FORESTRY CENTER: P.O. BOX 10 ● NEOPIT, WI 54150
PHONE 715/756-2311 ● LBR. SALES:715/756-2287 ● FAX:715/756-2386

1ST POSTING

OPEN TO ENROLLED MENOMINEE

NOTE: *Selection process is in accordance with Chapter 170, as amended.*

Post Closes: December 15, 2017 3:00pm
Job Title: Wood Finisher Trainee — Status: Regular Full-Time
Supervisor: Millworks Lead — Rate: Based On Experience

SCOPE OF WORK: This position shall be responsible for sanding, staining, and sealing of all millworks products.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
Must have the knowledge, skills, and ability to perform the following:
1. Basic understanding of white wood sanding.
2. To agitate stains and apply color to match color standard.
3. Set up and maintain basic spray equipment i.e., air assisted gravity and cup guns.
4. Wipe substrates evenly.
5. Understand and be able to shade, tone and achieve color.
6. Use solvents correctly.
7. Use catalyzed products and proper catalyzing techniques.
8. Perform all cleaning, maintenance, and repair on spray equipment.
9. Experience in working independently.
10. Maintain accurate record keeping of production.
11. Interpret and follow standard operating procedures.
12. Perform other duties as assigned by supervisor

WORKING CONDITIONS:
Works in extreme hot, cold, noisy, dusty work environment. Must be able to lift up to 75 lbs. Must wear all appropriate safety apparel and equipment and comply with all safety policies and practices of MTE.

QUALIFICATIONS:
1. Must possess a high school diploma or equivalent
2. Degree/diploma in a technical college woodworking program is desirable.
3. Must have at least six months experience in finishing millwork products.
4. Must possess good work ethic with excellent work attendance and be a team player.

APPLICATION PROCESS:

1. Completed application
2. Copy of Tribal enrollment
3. Copy of diploma or equivalent.
4. Honorable or general military discharge paperwork
5. Copy of Driver License if applicable

Note: It is the applicant's responsibility to provide all relevant documents referenced in the application process, any incomplete applications will be screened out. It is not the responsibility of MTE to notify you of incomplete applications.

SUBMIT APPLICATIONS TO:

Antoine Chevalier, Human Resource Generalist
Menominee Tribal Enterprises, PO Box 10, Neopit, WI 54150
Email: antoinec@mtewood.com
Fax: 715-756-1314
Call: 715-756-2311 ext. 1137/1168/1135 if any questions.

*Applicant must successfully pass a pre-employment drug & alcohol screening and background check.