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| **Job Title:** | CHR Generalist | **Posting Date:** | | 07/10/2024 | **Closing Date:** | Open Until Filled |
| **Department:** | CHR | **Status:** | Full-Time | | | |
| **Location:** | Anadarko, OK | | | | | |

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| * Valid Oklahoma Driver License | * 2 years satisfactory performance in a related position |
| * Pass drug testing requirements |
| * Pass Background Check Per P.L. 101-630 |
| * Ability to tactfully meet and communicate with Elders, and staff |

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| Name  **Where to Apply:** | Address | Phone Number | Fax Number | Email Address |
| Delaware Nation  Human Resources Dept. | PO Box 825  Anadarko, OK 73005 | (405)247-2448  Ext. 1102 | (405)247-9393 | arodriguez@delawarenation-nsn.gov |

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| 1. Must possess High School diploma or GED and be able to perform duties that require skills in math, spelling, typing, report writing, etc. | 1. Must be able to work with Indian People, health officials, and the public |
| 1. Must be mature and responsible with some work experience in a health field | 1. Must possess good communication skills |

Applicant **MUST** possess and retain the following while employed with Delaware Nation in the advertised position:

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Under the direction of the CHR Coordinator, performs all duties associated with and in accordance with the terms of the Delaware CHR/EMS Contract.

**To apply submit the following:**

* A current Delaware Nation Employment Application and Resume
* A Certificate of Degree of Indian Blood (CDIB), if applicable
* Current Valid Oklahoma Driver License
* Other Documents Deemed Applicable

**Qualifications:**

**Position Summary:**

Below you will find a detailed description of the vacancy being advertised herein. To be considered for the position you must fill out a Delaware Nation Employment Application, available at the Delaware Nation Tribal Complex or at www.delawarenation.com/human-resources/. Delaware Nation does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law. Delaware Nation reserves the right to apply and utilize Indian Preference in its hiring and employment activities, as allowed by Indian Preference guidelines.

**Delaware Nation**

**Vacancy Announcement**