



Quinault Indian Nation – Department of Natural Resources

Position Announcement

Position Title: Timber Sale Administration Supervisory Forester

Location: Quinault Division of Natural Resources - Taholah, WA

Salary and Benefits: : \$57,690-\$64,600 starting annual salary (DOQ); moving expense reimbursement; full benefit package that includes full health insurance (no premium for individuals), 401k w/match, generous vacation & sick leave, and 14 paid holidays; Optional participation in wildland fire program

Employment Status: Full time, Permanent

Closing Date: Open until filled

General Position Description:

The Quinault Indian Reservation (QIR), located on Washington State's scenic Olympic Peninsula, includes approximately 160k acres of timberland producing 47 million board feet annually. The Quinault Division of Natural Resources is seeking an experienced professional forester to oversee timber sale administration duties and staff.

Primary Functions:

- Supervises staff foresters and technicians
- Approves a logging plan for each harvest that outlines the methods, timing, and general operations needed to complete the terms of the sale contract
- Maintains strong business relationships with local industry and other stakeholders
- Approves invoicing for all active contracts and permits and ensures Purchasers stay current on payments
- Initiates correspondence with purchasers regarding contracts, approvals, invoicing, obligations, and closures
- Ensures operator compliance with contract provisions, the QIR Forest Management Plan, and other QIN regulations
- Resolves issues or violations occurring under harvest operations or timber trespass
- Reviews and contributes to harvest proposals originating from pre-sales staff
- Communicates management objectives to Tribal officials & individual trust landowners
- Provides input to all forest management activities as a member of the QDNR Interdisciplinary Team

Qualifications:

Grade 10: Bachelor's Degree (BS) with major study in forest management, forest engineering or other related natural resource field, plus five years of related experience; **OR** Master's Degree (MS) in related field plus two years professional experience; **OR** an associate's degree (AAS) in related study and extensive demonstrated experience in forest management and project leadership.

Grade 11: Bachelor's Degree (BS) with major study in forest management, forest engineering or other related natural resource field plus eight years professional experience; **OR** Master's Degree (MS) in related field plus five years professional experience

For all grades: Previous experience with harvest unit layout, timber cruising, and GIS is preferred. The successful candidate must be able to pass a federal background check, and drug screening; hold or have the ability to obtain a valid Washington State driver's license and have and maintain the ability to be insured under QIN automobile insurance. Candidates must have the ability to work outdoors in inclement weather and rugged terrain.

To apply, please visit <http://www.quinaultindiannation.com/jobs.htm> and complete a QIN job application. Send your application, cover letter, and resume by email to Jeannie Underwood, Human Resources Specialist at junderwood@quinault.org. For further information regarding the details of this position you may contact Eric North, QDNR Harvest Manager at enorth@quinault.org.