

POSITION TITLE:

Engineering Assistant

DEPARTMENT: Operations

LOCATION: Based in Wenatchee, WA

COMPENSATION: \$25 – 35 per hour DOE

BENEFITS: None

SCHEDULE: 16-24 hours per week with pathway to full time

TRAVEL: Periodically

JOB DESCRIPTION:

We are looking for an Engineering Assistant who can work with our team on all kinds of telecommunications network projects.

KEY RESPONSIBILITIES:

- Mapping, utilizing Visio, ArcGIS and/or AutoCAD
- Research assignments such as jurisdictional licensing, permitting, power requirements and application submittals
- Develop scope of work for vendor bids, manage responses and format for internal review
- Technical writing and proof reading for engineering reports, RFP submittals and grant applications

QUALIFICATIONS:

- Associates degree with emphasis in technical specialty
- Experience or strong desire to learn telecom
- Ability to balance multiple assignments simultaneously
- Strong business analysis skills
- Proficient in Excel, Visio, PowerPoint, and SharePoint
- Excellent written, verbal and presentation skills.

SCREENING BEGIN DATE: July 15, 2024

POSTING CLOSE DATE: Depending on Applicant Pool

REQUIRED APPLICANT DOCUMENTS:

Only qualified applicants should apply by sending the following document to jobs@nativenetwork.com

- Resume
- Cover Letter
- Three professional references

BACKGROUND CHECK:

Requires a background check.

ABOUT US:

Native Network, Inc. helps Native American Tribes connect with communications technology, so they are empowered to reduce costs, generate revenue, create jobs and ultimately diversify their economies. Native Network provides professional services and wholesale telecommunications services to enable customers with the tools to connect & realize the benefits of the 21st century digital economy.

In addition to working with Native American Tribes to build telecommunications infrastructure nationally, Native Network, Inc. delivers Internet and phone services in Chelan and Douglas counties in Washington state. We have been providing these services over the Public Utilities District's (Chelan and Douglas) fiber networks since 2016.

OUR CORE VALUES:

As members of Native Network, Inc's organization, we shall strive to exceed our customers', employees', shareholders', and communities' expectations by conducting our business with the following values as our guide.

We:

- Are customer focused and quality driven
- Have a sense of urgency
- Deliver on what we promise
- Are honest and respectful
- Work as a team
- Have a passion for excellence
- Will do whatever it takes

EEO/AA STATEMENT:

Native Network, Inc. is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, national origin, age, sex, religion, disability, sexual orientation, marital status, veteran status, gender identity or expression, or any other basis protected by local, state or federal law. This policy applies to all aspects of one's employment, including hiring, transfer, promotion, compensation, eligibility for benefits and termination.