

KEWEENAW BAY INDIAN COMMUNITY

2026 TRIBAL COUNCIL

EVERETT EKDAHL, JR., President
TONY LOONSFOOT, Vice President
ELIZABETH "LIZ" JULIO, Secretary
TONI J. MINTON, Assistant Secretary
DALE F. GOODREAU, Treasurer

Keweenaw Bay Tribal Center
16429 Beartown Road
Baraga, Michigan 49908
Phone (906) 353-6623
Fax (906) 353-7540

THEODORE "AUSTIN" AYRES
DOREEN G. BLAKER
ROBERT "R.D." CURTIS, JR.
SUE ELLEN "SUZIE" ELMBLAD
RODNEY LOONSFOOT
SAM LOONSFOOT
MATHEW SHALIFOE, JR.

STERILIZATION TECHNICIAN

One (1) Full-time, Non-exempt position

ALL REQUIRED DOCUMENTATION MUST BE SUBMITTED BY THE CLOSING DATE OR THE APPLICANT WILL NOT BE CONSIDERED FOR EMPLOYMENT

- Completed Keweenaw Bay Indian Community application
- Current Resume'
- Cover Letter
- Minimum of three (3) Professional Letters of Recommendation
- Copy of current certifications, if applicable
- Must provide a satisfactory Child Abuse/Neglect Central Registry clearance from the Michigan Department of Human Services
- If you are American Indian, you must attach a copy of tribal enrollment or proof of direct descent
- If you are a Veteran, you must attach a copy of your DD214

Keweenaw Bay Indian Community
Personnel Department
16429 Beartown Road
Baraga, MI 49908
906-353-6623, ext. 4175 or 4176
Fax: 906-353-8068
Email: personnel@kbic-nsn.gov

Keweenaw Bay Indian Community does not discriminate on the basis of race, color, national origin, sex, religion, or age in employment. However, individuals of Indian Ancestry and Veterans will be given preference by law.

LAKE SUPERIOR BAND OF CHIPPEWA INDIANS

"Home of the Midnight Two-Step Championship"

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POSITION ANNOUNCEMENT

POSITION: **STERILIZATION TECHNICIAN**
One (1) Full-time, Non-Exempt position

LOCATION: KBIC Health System
Baraga, MI 49908

SUPERVISORY CONTROL: Dentist

SALARY: W/O Certification Grade 4 (minimum starting wage \$16.47/hour)
W/Certification Grade 6 (minimum starting wage \$18.40)

QUALIFICATIONS:

- High school diploma or equivalent.
- Completion of a Sterile Processing program (CRCST, CSPDT) preferred.
- Previous experience in the sterilization of medical equipment, preferred.
- Understanding of sterilization procedures, aseptic techniques, and infection control, often preferred over direct experience.
- Strong organization, attention to detail, time management, and the ability to work in a fast-paced environment.
- Capable of standing for long periods and performing manual, repetitive tasks.
- General knowledge or experience working with the Native American community preferred.
- Must have attention to detail, knowledge of infection control procedures, mechanical aptitude, and the ability to follow strict protocols, and strong organizational skills.
- Basic computer skills required. Experience working with Microsoft Office and Electronic Health Records (EHRs) preferred.
- Must be able to obtain a satisfactory clearance in accordance with the Indian Child Protection and Family Violence Prevention Act Background Investigations Policy.
- Employment is contingent upon the satisfactory result of a Security Background Check, pre-employment drug screening (testing includes THC), and a pre-employment physical.

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MANDATORY ANNUAL REQUIREMENTS:

- CPR Training
- Universal Precautions
- TB Skin Test
- HIPAA Training

INDIAN PREFERENCE:

Preference will be given to qualified individuals of American Indian descent.

VETERAN PREFERENCE:

Preference will also be given to Veterans who do not have bad conduct or dishonorable discharges (need DD214).

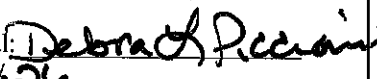
DUTIES AND RESPONSIBILITIES:

1. Decontaminate, pre-soak, clean, pack, and sterilize medical and dental instruments using autoclaves and ultrasonic cleaners.
2. Sort, assemble, and distribute sterilized instruments to treatment rooms.
3. Inspect instruments for damage and functionality.
4. Assemble surgical trays
5. Package and label sterile items
6. Maintain sterilization records and documentation.
7. Ensure compliance with infection control standards (CDC, OSHA, etc.).
8. Clean, sanitize, and maintain autoclaves, ultrasonic units, and other sterilization equipment.
9. Clean, disinfect, and restock dental treatment rooms between patients during the routine clinic day.
10. Track, order, and organize medical and dental supplies and inventory.
11. Maintain accurate logs and records of sterilization cycles and biological monitoring (spore tests).
12. Other duties as assigned by the supervisor.

This position announcement summary is intended to indicate the kinds of tasks which will be required of this position and shall not be construed as declaring what the specific duties and responsibilities of the position will be. It is not intended to limit or modify the right of the supervisor to assign, direct and control the work of this position, nor to exclude other similar duties not mentioned. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level difficulty.

DISTRIBUTION DATE: March 26, 2026

CLOSING DATE: April 10, 2026 at 4:00pm

TERO Approval: 
Date: 3/26/26