

Position Announcement

Deputy Clerk III

Summary: This position performs a variety of complex office duties including but not limited to tort and tort worker's compensation cases, associated with Operation of the Chitimacha Tribal Trial Court, Juvenile Court and Appellate Court.

Education and/or Experience: A Paralegal Degree or an Associate's Degree in Judicial Administration, AND four (4) years of court administration.

Additional Requirements: Must not have prior or any future criminal convictions, due to the sensitivity of this position.

- REFERENCE WILL BE GIVEN TO QUALIFIED NATIVE AMERICANS; SUBJECT TO PRE-EMPLOYMENT AND RANDOM DRUG TESTING; A BACKGROUND INVESTIGATION WILL BE REQUIRED.

To Apply: View our website at www.chitimacha.gov, or visit the Human Resources Department at 230 Chitimacha Loop, Charenton, LA. Human Resources contact number (337) 923-7775 Deadline for submission of application is **Friday, March 31, 2017.**

