

**CONFEDERATED SALISH AND KOOTENAI TRIBES
OF THE FLATHEAD NATION
PO BOX 278
PABLO MT 59855
(406) 675-2700
PERSONNEL OFFICE FAX: (406) 226-2562
WEBSITE: cskt.org/personnel
E-mail: shelley.grenier@cskt.org**

*******VACANCY ANNOUNCEMENT*******

TITLE: Butcher Apprentice
One or more Temporary Employment Agreement (TEA) positions
(Opportunity to transfer to Full-Time when Corporation is fully operational)

LOCATION: Ronan, Montana

SALARY: \$18.00 per hour

CLOSING DATE: Monday, February 16, 2026, at 5:30 p.m.

SPECIAL CONDITIONS:

This position is a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. *The successful applicant, if not currently employed by the Tribes, must complete & pass a pre-hire drug screen and serve a mandatory six (6) month probationary period.*

The Butcher Apprentice is an entry-level position at SQK Quality Meats, Inc. This position provides hands-on support to the Lead Butcher and overall production team in the daily operations of a meat processing and butcher facility.

DUTIES INCLUDE:

- Assist with cutting, grinding, trimming, and portioning meat products according to customer specifications as assigned by the Lead Butcher.
- Pull meat products from freezers, coolers, or refrigerators as directed to prepare for production.
- Operate basic processing and packaging equipment safely and in compliance with facility procedures.
- Package, label, and weigh final meat products for retail or wholesale distribution.
- Maintain accurate temperature logs and product documentation as required by HACCP and facility standards.
- Assist with receiving animals, moving livestock through pens and chutes, and supporting humane handling and slaughter preparation under supervision.
- Help clean and maintain animal pens, holding areas, and related facilities.
- Support coordination of livestock deliveries and ensure animals are handled safely and respectfully.
- Maintain cleanliness and organization of all work areas, including cutting rooms, processing areas, and freezers.
- Clean and sanitize equipment, tools, and work surfaces throughout the day and after production.
- Assist with composting waste materials using basic tractor operation or other provided equipment.
- Report any equipment malfunctions, safety concerns, or maintenance needs promptly.

- Work closely under the supervision of the Lead Butcher, following instructions and learning new techniques and best practices.
- Attends required meat cutting training programs and webinars
- Support coworkers across departments as needed to meet daily production goals.
- Participate in safety and sanitation training sessions and maintain compliance with all company policies.
- Contribute to a positive, respectful, and efficient work environment.

MINIMUM QUALIFICATIONS (AS REFLECTED ON THE TRIBAL EMPLOYMENT APPLICATION)

- High school diploma or GED required.
- Strong teamwork and communication skills.
- Willingness to learn and take direction from experienced staff.
- Attention to detail and commitment to maintaining cleanliness and food safety standards.
- Dependable, punctual, and adaptable to varying workloads.
- Ability to work efficiently in a fast-paced, physical environment.
- Must be able to stand and work for extended periods (8+ hours).
- Must be able to lift and move up to 75 lbs regularly.
- Comfortable working in cold environments (refrigeration and cutting rooms).
- Ability to work in both production and livestock areas as needed.
- Use of protective gear (cut gloves, aprons, etc.) required.

Interested applicants may obtain further information by requesting a copy of the full Position Description from the Tribal Personnel Office (406) 675-2700 Ext. 1040.

SUBMIT:

1. Tribal employment application.
1. Copy of relevant academic transcripts and training certificates.
2. Copy of a current, valid Driver's License.
3. Proof of enrollment in a federally recognized Tribe, if applicable.
4. If you claimed Veteran's preference, a copy of DD214 must be submitted.

FAILURE TO SUBMIT COPIES OF THE ABOVE DOCUMENTATION MAY RESULT IN THE DISQUALIFICATION OF YOUR APPLICATION FROM THE SCREENING PROCESS

SUBMIT ALL OF THE ABOVE TO: Personnel Office, P.O. Box 278, Pablo, MT 59855, Telephone 406-675-2700, Ext. 1040, personnel@cskt.org. **FOR MORE INFORMATION:** Contact Jacob Welker, General Plant Manager @ 406.253.9434 or email jake.welker@ronan.net.