THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	**DGS14211356**	DATE POSTED:	01/25/16
POSITION NO:	246424	CLOSING DATE:	02/05/16
POSITION TITLE:	Maintenance Technician		
DEPARTMENT NAME / WORKSITE:	DGS / Employee Housing Program / Window Rock, AZ		

WORK DAYS:	Monday - Friday	REGULAR FULL TIME:	☑		GRADE/STEP:	AB60A
WORK HOURS:	8:00 a.m. - 5:00 p.m.	PART TIME:	☐	NO. OF HRS./WK.:	$ 28,600.00	PER ANNUM
		SEASONAL:	☐	DURATION :	$ 13.75	PER HOUR
		TEMPORARY:	☐			

DUTIES AND RESPONSIBILITIES:

Under general supervision, performs journeymen level skilled repair and maintenance work on residential units in several trades; plumbing, carpentry/cabinetry, painting, electrical, HVAC and appliance repair and maintenance, performs related preventative maintenance and repair work in several trades as assigned. Cleans and repairs tools and equipment. Provides and receives cross training in all trades.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A high school diploma or GED; and three (3) years of general building maintenance experience in one or more trades area:

Preferred Qualifications:

- Journeyman level certification
- Occupational Safety and Health Administration training.
- HVAC training or certification.

Special Requirements:

- Possess a valid state driver's license.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

Must have residential renovation and residential related work experience. 1st Aid/CPR, Knowledge of common practices, methods, materials and tools of various journey level building, electrical, and plumbing trades. Knowledge of National Electric Code, Building Code and Plumbing Code. Knowledge of hazards and safety precautions of various trades. Knowledge of power and technical tool operation related to appliance repair and maintenance. Knowledge of installation and programming of security alarm systems. Knowledge of occupational safety and health regulations and practices. Skill in troubleshooting and repairing a variety of commercial and residential appliances. Skill in performing semi-skilled tasks of various trades. Skill in safely working with potentially hazardous materials, chemicals and supplies. Skill in prioritizing and handling multiple assignments. Skill in maintaining and repairing power and hand tools and equipment. Skill in establishing and maintaining effective working relationships. Skill in welding and welding processes, knowledge in use of welding tools and equipment.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.