

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DGS1428424

DATE POSTED: 01/27/14

POSITION NO: 246424

CLOSING DATE: 02/07/14

POSITION TITLE: Maintenance Technician

DEPARTMENT NAME / WORKSITE: DGS/Employee Housing Program, Window Rock, AZ

WORK DAYS: Monday - Friday REGULAR FULL TIME: GRADE/STEP: Y60A

WORK HOURS: 8am-5pm PART TIME: NO. OF HRS./WK.: _____ \$ 27,768.00 PER ANNUM

SEASONAL: Duration: _____ \$ 13.35 PER HOUR

TEMPORARY: _____

DUTIES AND RESPONSIBILITIES:

Under general supervision, performs journeyman level skilled repair and maintenance work and preventative maintenance in several trades; plumbing, carpentry/cabinetry, painting, electrical, HVAC and appliance repair and maintenance, including Freon pressure; performs related preventative maintenance and repair work in several trades as assigned. Performs tear down, installation, fabrication and additional work on electrical, plumbing water lines and equipment. Cleans and repairs tools and equipment. Provides and receives cross training in all trades. Knowledgeable in national electrical, plumbing, and building codes, safety precautions, installation and programming of security alarm systems, OSHA and EPA standards, maintain and make repairs to hand tools and equipment. Knowledgeable in welding, reading, interpreting blueprints and drawings. Knowledge in building fire and safety codes.

QUALIFICATION REQUIREMENTS:

Education, Experience and Training:

A high school diploma or GED; and three (3) years of general building maintenance experience in one or more trades area; or an equivalent combination of education, training and experience which provides the capabilities to perform the described duties.

(In order 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.)

PHYSICAL REQUIREMENTS: Work requires extended hours working, lifting, carrying and transporting heavy tools, appliances, material and equipment weighing in excess of 100 pounds; requires climbing, kneeling, bending stooping and working in confined spaces.

Special Knowledge, Skills and Abilities:

Knowledge of common practices, methods, materials and tools of various journey level building, electrical, and plumbing trades. Knowledge of National Electric Code, Plumbing 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.

SPECIAL REQUIREMENTS:

(Preferred) Applicant must possess a Valid State Driver's License and the ability to obtain a Navajo Nation Operator's Permit within 90 days of employment. *****Stand By - Applicant may be required to work after hours, week-ends and holidays if needed*****

VETERANS PREFERENCE APPLIES

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