THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

Requisition No:	**DNR0527761**	Date Posted:	**04/23/13**
POSITION NO:	224833	Closing Date:	**05/06/13**
CLASS CODE:	3501		
POSITION TITLE:	**Construction Supervisor**		
DEPARTMENT NAME:	Water Resources/Technical, Construction and Operations Branch (Operations Section)		
DEPARTMENT NO:	52	WORKSITE LOCATION:	Teecnospos, AZ

WORKS DAYS/HOURS:
Days: Mon.--Fri.
Hours: 8am--5pm

POSITION TYPE:
Permanent: xx
Temporary: Duration:
Part-Time: No. of Hrs/Wk: 40

GRADE: R62A
SALARY:
$ 32,073.60 Per Annum
$ 15.42 Per Hour

DUTIES AND RESPONSIBILITIES:

Oversees and directly supervises the Vanderwagen Water Resources field office and its personnel in the construction, installation, repair, and maintenance of community and livestock water facilities; provides direction, guidance and instruction; schedules and assigns duties; supervises and assists with the operation and use of pneumatic tools, welding, and other equipment; maintains records, materials, supplies, equipment, and facilities; instructs subordinates with work quality and projections; prepares project status reports; keep and update cost reports, daily work reports, and submit to central office on scheduled basis; ensures that assigned tribal vehicle and equipment are in good working condition; maintains compliance of community water systems with USEPA standards; interpret and understand technical and engineering drawings of water systems and their infrastructures; attend meetings i.e.. chapter, state, federal, other entities, and other departments to represent program. Must adhere to Drug and Alcohol Free Workplace policy of Navajo Nation.

QUALIFICATION REQUIREMENTS:

Education and Training:

High school graduate or GED certificate.

Experience:

Two years supervisory experience in construction and maintenance; 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 licensures, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with the employment application.

Special Knowledge, Skills and Abilities:

Knowledge of: Applicable federal, state and local standards and regulations related to construction; practices, procedures, and methods of construction, maintenance and repair; tools, equipment and materials used in construction, maintenance and repair activities; project management and scheduling techniques; occupational hazards and safety procedures; principles and practices of employee supervision, training and evaluation.

Skilled in: Preparing scope of work, construction plans and specifications; scheduling and directing construction and maintenance tasks; implementing and monitoring budgets; inspecting and evaluating construction, maintenance and repair activities; supervising, training, evaluating employees and scheduling work assignments and activities; establishing and maintaining effective work relationships and communicating effectively.

Physical Requirements: Must be capable of lifting/carrying materials, equipment, supplies in excess of 100 pounds; climbing to heights of 40 feet or more; working in confined spaces; working in all types of weather conditions.

License/Certification Requirements:

1.) Must possess a valid Commercial Drivers License (Class A with combination endorsement); **(Preferred)**
2.) Must possess a Valid State Driver's License and ability to obtain a NN Operator's Permit within 90 days of employment. **(Required)**
3.) Must posses a valid AZ or NM Water Operator certification. **(Preferred)**

VETERANS' PREFERENCE APPLIES

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