THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: **DNR06213938** DATE POSTED: 06/12/17

POSITION NO: 243829 CLOSING DATE: 06/23/17

POSITION TITLE: **Equipment Operator**

DEPARTMENT NAME / WORKSITE: DNR / Agriculture Department / Crownpoint, NM

WORK DAYS: Monday - Friday

WORK HOURS: 8:00 am - 5:00 pm

REGULAR FULL TIME: ☑ GRADE/STEP: AB59A

PART TIME: ☐ NO. OF HRS./WK.: $ 26,270.40 PER ANNUM

SEASONAL: ☐ $ 12.63 PER HOUR

TEMPORARY: ☐ DURATION :

DUTIES AND RESPONSIBILITIES:

Duties are to operate, maintain and transport small equipment, backhoe, skidster, ATV, Forklift, with 1 one truck using livestock trailers and flatbeds; provide routine assistance with water well drilling and developments, maintain and install solar pumping system; submit supplies list to Program Manager; perform assessment on existing and new water wells, livestock storage tanks, troughs, and pipelines, earthen dams, natural springs; consult with technical resources on work requirements; providing reports on work completed, equipment and supplies used, windmill assessment report, work expenses report, inform Program Manager on assigned and delayed projects; provide GPS locations of projects and be able to read maps; attending meetings to received updates, status, and plans on projects with Program Manager; travel to attending training on current upgraded equipment and/or new models of windmills, provide recommendation on equipment and supplies; possible working after hours and on week-ends if necessary. Must adhere to Drug and Alcohol Free Workplace policy of the Navajo Nation.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A high school diploma/GED and one (1) year of experience operating and maintaining equipment equal to or less than 5 tons; or an equivalent combination of education and experience.

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:

Knowledge of: local, state and federal laws, policies and procedures; basic heavy equipment operation and maintenance; operating semi-tractor rigs and flatbed trucks; basic construction practices and procedures; warehousing and stock handling; occupational safety and health guidelines, practices; the repair, replacement and maintenance of water operational systems and facilities; operating, maintaining and repairing a variety of hand tools and power tools.

Skilled in: Safely operating and maintaining heavy equipment and machinery; safety performing basic construction and maintenance assignment; following written verbal instructions; preparing basic written reports; inventory supplies and equipment's; established and maintaining effective working relationships; safely operating and maintaining heavy and machinery; safely performing basic construction and maintenance assignment.

Physical requirements and work environment: 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.

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