

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DOT10714062
POSITION NO: 241597
POSITION TITLE: _____

DATE POSTED: 07/06/17
CLOSING DATE: 07/19/17

DEPARTMENT NAME / WORKSITE: Navajo DOT-Department of Roads-Reservation Wide

WORK DAYS: <u>MONDAY-FRIDAY</u>	REGULAR FULL TIME: <input type="checkbox"/>	GRADE/STEP: <u>AB55A</u>
WORK HOURS: <u>8:00 AM TO 5:00 PM</u>	PART TIME: <input type="checkbox"/> NO. OF HRS./WK.: _____	\$ <u>18,616.00</u> PER ANNUM
	SEASONAL: <input type="checkbox"/>	\$ <u>8.95</u> PER HOUR
	TEMPORARY: <input checked="" type="checkbox"/> DURATION : _____	

DUTIES AND RESPONSIBILITIES:

Requires general labor & various equipment usage experience, including transportation of construction materials. Daily duties may vary include providing assistance to Senior or Heavy Equipment Operator and other supervisors. As needed, mixing, pouring, spreading materials and cleaning roadway surface as needed. Perform traffic control duties including flagging, safety procedures & practice at all times in performing routine maintenance; such as blading and reshaping, brush and tree removal, and emergency maintenance (i.e., snow removal, slide removal, washout repair with assurance of rehabilitation of roadway and road set up sign near route maintenance). Coordinate and collaborate with assignment during Navajo Nation weather inclement emergency arises such as monsoon, seasonal rain, snow drifts and mud control; dig ditches or trenches with hand tools to clear roadway for safe travel. Perform related work as assigned such as road litter pick up, cattle guard cleaning and repair, fence repair, clean drainage structure; perform minor preventative maintenance includes oil change, tire replacement; changing cutting edges on heavy equipment to ensure proper wear of blades and rippers; ensure proper fluid checks, tire pressure and movement of attachment for lubrication.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

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 maintenance or construction tools and materials used in trade. Ability to understand and follow verbal and written instruction. Work require extensive lifting, carrying, loading, unloading and transport equipment and supplies. Works extended periods of time in an outdoor environment.

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