THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	**DOT1079201**	DATE POSTED:	**09/08/14**
POSITION NO:	**243242**	CLOSING DATE:	**09/19/14**
POSITION TITLE:	**Heavy Equipment Operator**		
DEPARTMENT NAME / WORKSITE:	**NDOT/Department of Roads/Ganado, AZ**		

WORK DAYS:	Monday-Friday	REGULAR FULL TIME:	☑	GRADE/STEP:	Y61A
WORK HOURS:	8:00am-5:00pm	PART TIME:	☐ NO. OF HRS./WK.:	$ 30,264.00	PER ANNUM
		SEASONAL:	☐ DURATION :	$ 14.55	PER HOUR
		TEMPORARY:	☐		

DUTIES AND RESPONSIBILITIES:

Operate the following heavy equipment: Motor Grader (M/H Series), Scrapers, Loaders, Backhoes, Dozers, Compactors, Water Trucks, and dump/snow plow. Maintain earth road by blading, clean and reshaping ditches; performing routine heavy maintenance services on 24 Regional Transportation Plan and Non Regional routes; in concurrence with efficient and safe manner in accordance to the IAM-82 25 CFR 170, road maintenance manual. Assist and mobilize equipment to and from worksite locations; Assist in "special projects" (including Road Improvement Project that entails: graveling, culvert replacement, stabilizing) Implementation of Quality Assurance and control assessment of roadway to ensure correct built up roadway, size of culverts, erosion control and drainage studies; Work closely with Historic Preservation Department, Navajo Nation Water Code Administration, Navajo Environmental Protection Agency, Bureau of Indian Affairs; Road Maintenance and any other Road Maintenance entities. Report and document all work accomplished: total miles bladed, fuel and equipment usage and data entry; may work irregular hours in remote, long distance travel, exposure to fumes, noise and vapors. Perform minor preventive maintenance, changing cutting edges on equipment to ensure proper wear of blades and rippers; ensure proper fluid checks, tire pressure and movement of attachments for lubrication; report and documentation of all wear and tear on equipment and submit to mechanic for preventive maintenance; coordinate and collaborate with the Equipment Mechanic, Fleet Coordinator, Program Supervisors, Safety Officer and Department Manager in all major maintenance requests, parts, supplies and fuel needs.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A high school diploma or GED; and one (1) year of progressively responsible heavy equipment operation, general construction and maintenance experience. First Aid, CPR Certified, flagger certification.

Preferred Qualifications:

- Five (5) years progressively heavy equipment operation experience.

Special Requirements:

- Possess a valid state Commercial Driver's License (CDL), Class A.

(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:

First Aid/CPR Certified, Flagger Certifications, Microsoft Office Suite, Data Entry, Verbal/Written Communication. Demonstrate some fluency in both the Navajo and English Language.

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