THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	DNR05820158	DATE POSTED:	10/15/20
POSITION NO:	244256	CLOSING DATE:	10/28/20
POSITION TITLE:	Electrician		
DEPARTMENT NAME / WORKSITE:	DNR/Parks and Recreation Department/Window Rock, AZ		

WORK DAYS:	Mon-Fri.	REGULAR FULL TIME:	☑	GRADE/STEP:	BC61
WORK HOURS:	8:00am to 5:00pm	PART TIME:	☐ NO. OF HRS./WK.:	$ 33,384.00	PER ANNUM
SENSITIVE	☑	SEASONAL:	☐ DURATION :	$ 16.05	PER HOUR
NON-SENSITIVE	☐	TEMPORARY:	☐		

DUTIES AND RESPONSIBILITIES:

Under general supervision will maintain and replace light bulbs, light fixtures, ballast, sockets, switches, receptacles, photocells, transformers, breakers, capacitors, motors, igniters, fuses, relays and heat tapes at assigned worksites; Navajo Nation Parks and Recreation buildings and facilities. Will be required to travel throughout the Navajo Nation to complete Apprentice Electrician quality duties and responsibilities to the continue use of Parks and Recreation facilities. Maintain upgrades and install conduits, wires, dedicated circuits, heating and cooling equipment and junction boxes. Preventative maintenance of heating and cooling units, replacing, adjusting and lubricating belts, filters and motors as needed. Will perform carpentry work to get into work locations that are behind walls, in crawl spaces or attics. Work will involve reading blue prints, housing and building codes to make safe cuts with hand or power tools. Receive and input work orders into a computer system along with timesheets, mileage reports. Attend meetings. Travel to and from job site, pick up supplies, perform inspections to ensure work is completed correctly. Others duties assigned by immediate supervisor.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A high school diploma/GED; and two (2) years of progressively responsible apprentice level commercial or residential electrical installation and repair experience.

Special Requirements:

- Must be a Licensed Apprentice Electrician.
- Possess a valid state driver's license.
- A favorable background investigation.

(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 apprentice level electrical contracting methods, practices and procedures; able to repair electrical machinery, small motors and electrical systems; understand installation of electrical systems codes and regulations; obtain quotes on electrical supplies

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