

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DGS0052539

Date Posted: 10/25/10

POSITION NO: 944401

Closing Date: 11/05/10

CLASS CODE: 4051

POSITION TITLE: SENIOR EQUIPMENT MECHANIC

DEPARTMENT NAME: NAVAJO TRANSIT SYSTEM

DEPARTMENT NO: 5 WORKSITE LOCATION: Ft. Defiance, Arizona

WORKS DAYS/HOURS: POSITION TYPE: GRADE: N620A

Days: M-F

Permanent:

SALARY:

Hours: 8am-5pm

Temporary:

Duration: \$ 30,950.40 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 14.88 Per Hour

DUTIES AND RESPONSIBILITIES:

Under general supervision, performs work of moderate difficulty in the oversight of the Maintenance Section including inventory, maintenance, repair of major engine components and systems of various bus sizes (motor coaches, midsize, passenger vans, etc). Must be familiar with and be in compliance with Federal Motor Carrier Regulations as prescribed by U.S. Department of Transportation, Federal Transportation Administration. Navajo Transit System's Drug and Alcohol Testing Policies, Navajo Nation Personnel Policies and Procedures Manual. Must own and provide own tools, repair brake and air systems, clutches, cooling, electrical fuel, steering, suspension, heating and air conditioning, front axle, rear axle wheels, lubrication and hydraulic system and be able to maintain and repair motorized vehicles in safe operating condition. Troubleshoot and diagnose electronic problems on engines and transmissions. Maintain record and be responsible for work orders, inspections, fuel, distribution receipts.

Understand the functions of an engine (diesel and gasoline), trouble shoot mechanical defects, dismantle parts or engine, replace and reassemble or rebuild parts or engine, reinstall parts onto vehicle, make necessary adjustment according to specifications, chart or schematic set by manufacture manuals, be able to work unsupervised and perform emergency roadside services, test driving, etc. Will be required to work split shifts and be available to respond to emergency breakdowns or perform relief driving duties on specific fixed routes as assigned during regular/irregular hours, weekends and holidays.

QUALIFICATION REQUIREMENTS:

Education and Training:

High School diploma or GED preferred. Able to read and write English, understand written and oral directions and established procedures, and **(to receive full credit for education, training and experience, applicant must submit copies of transcripts, degrees, diplomas, certificates, etc.)**

Experience:

Five (5) experience diagnosing, repairing, overhauling, and servicing motor vehicles and heavy equipment.

Special Knowledge, Skills and Abilities:

Considerable knowledge of air or hydraulic powered tools and equipment, jack lifts, wrenches, welding machines; parts used in overhauling, repair and maintenance of vehicles and heavy equipment, considerable knowledge of the functions of gasoline and diesel operation engines and repair, knowledge in the operation and use of diagnostic equipments. Must be able to maintain daily maintenance and repair schedule, service requests, schedule and coordinate work assignments on a daily basis.

License/Certification Requirements:

Possess or obtain a valid Commercial Driver's License (CDL) - Class A or B with P-Passenger Endorsement and a Navajo Nation Motor Vehicle permit. Obtain certificate of emergency safety course (First-Aid and CPR) and a Medical Examiner's Certification within 90 days of employment. Must pass a pre-employment drug test in accordance with Federal Transit Administration regulations. Must also pass a physical exam and a written and road test.

VETERANS PREFERENCE APPLIES

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

Revised: 1-15-99