

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: DOT1117198

Date Posted: 11/05/12

POSITION NO: 241541

Closing Date: 11/19/12

CLASS CODE: 4052

POSITION TITLE: Equipment Mechanic

DEPARTMENT NAME: Navajo Division of Transportation

DEPARTMENT NO: 111 WORKSITE LOCATION: Window Rock, AZ

WORKS DAYS/HOURS: POSITIONS TYPE: GRADE: R61A

Days: Monday-Friday

Permanent:

SALARY:

Hours: 8:00 AM to 5:00 PM

Temporary:

Duration: \_\_\_\_\_ \$ 29,390.40 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 14.13 Per Hour

**DUTIES AND RESPONSIBILITIES:**

Under direct supervision, performs trouble shooting of gasoline and diesel engines, hydraulic systems, steering systems, axles, electrical. Provide preventative maintenance services to all department vehicles and equipment. Repair, service, overhaul and diagnosing of major engine components on vehicles and equipment. Utilization of proper testing equipment to determine cause of mechanical failures, problems or defects. Ensure efficiency and proficiency of services in all aspects of vehicle/equipment operations. Assist in the procurement of parts, equipment and materials. Provide field maintenance service when deemed necessary so vehicle/equipment downtime is minimized, transportation vehicles/equipment to dealer for warranty repairs. Contact with tribal departments, programs, state/county governments, federal agencies and automotive/equipment dealerships to comply with transportation and environmental regulations. Attend staff meetings, necessary training to keep abreast of new Heavy Equipment/shop equipment/tools that will enable the mechanics to ensure the safe repair, maintenance and inspection of vehicles/equipment.

Ensure and provide proper techniques in servicing/maintaining vehicles and equipment in a timely manner that complies with all transportation requirements and regulations. Ensuring and practicing personnel safety in all areas of workplace and repair equipment/tools are in safe operating condition. Provide assistance in department activities/functions; and performs related work as assigned.

**QUALIFICATION REQUIREMENTS:**

**Education and Training:**

High School Diploma or GED. *(Preferred: applicant with Certification/Education in automotive/diesel repair in diagnosing, repairing, overhauling heavy equipment)*

**Experience:**

two (2) years experience in diagnosing, repairing, overhauling and servicing motor vehicles and Heavy Equipment. Work requires traveling to remote locations, driving in adverse weather conditions. *(to receive full credit for education applicant must submit copies of transcripts, degrees and current certificates)*

**Special Knowledge, Skills and Abilities:**

Applicant must be familiar with Navajo Nation, Federal, State laws, regulations, policies, procedures related to the operation of semi trucks/fuel tankers; journey level diesel equipment preventive maintenance/repair; Skilled in using specialized diagnostic tools/equipment, skilled in safety testing, inspecting, maintaining/repairing tractors/trailers;

**License/Certification Requirements:**

Applicant must possess a valid state driver's license and ability to obtain a NN Operator's Permit within 90 days of employment. Applicant must also possess a Commercial Driver's License (CDL) Class B.

**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*